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ANNUAL REPORT

2013-2014

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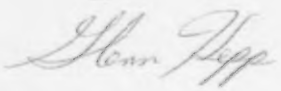
November 19, 2014

Honourable Kevin Doherty
Minister of Advanced Education
Room 307 Legislative Drive
Legislative Building
Regina SK S4S 0B3

Dear Minister Doherty:

It is my pleasure to submit, herewith, the Annual Report of Carlton Trail College for the fiscal year ended June 30, 2014, including duly certified financial statements of College operations, all in accordance with Section 16 of the Regional Colleges Act and Section 14 of the Regional College Regulations.

Respectfully submitted,



Glenn Hepp, Chair
Board of Trustees
Carlton Trail College

VISION STATEMENT

The Educational Leader in Lifelong Learning.

MISSION STATEMENT

To serve students, business, industry and communities by creating successful lifelong learning opportunities.

MANDATE

Carlton Trail College is a provincial institution established under Saskatchewan's *Regional Colleges Act*, which was proclaimed on January 1, 1988. The College succeeded Carlton Trail Community College, which was previously established under Saskatchewan's *Community Colleges Act* of 1973.

Section 5 of the *Regional Colleges Act* delineates that programming which a Regional College may offer:

1. university and technical institute courses provided by way of a contract between the college and a university or technical institute;
2. training programs that prepare individuals for a career or provide education with respect to health or social issues;
3. training programs paid wholly or partly by private business, non-profit groups or government agencies;
4. career services;
5. adult basic education, literacy and upgrading programs;
6. any other educational activities that the Lieutenant Governor in Council may prescribe in the regulations.

A new Regulation enacted on July 3, 1997 enabled regional colleges:

1. to provide employment services, programs and activities associated with career, educational and training services, programs and activities pursuant to agreements with the Minister of Post-Secondary Education and Skills training or the New Careers Corporation; and
2. to determine student eligibility for, and to administer the Provincial Training Allowance.

GUIDING PRINCIPLES

The Board has adopted the following guiding principles:

- Respect
- Accountability
- Commitment
- Innovation

Discover your future!

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Vision: The *Educational Leader in Lifelong Learning*

Mission: *To serve students, business, industry and communities by creating successful lifelong learning opportunities*

Guiding Principles: *Respect, Accountability, Commitment, Innovation*

Strategic Destination: *By June of 2016, CTRC will have positioned itself as the Educational Leader in lifelong learning in our region as measured by a 10% increase in student enrolments, a 10 % increase in formal partnerships and a 10 % increase in revenue generated through business, industry and third party contracts.*

Strategic Goals:

1. Achieve Student Success

2. Serve Business, Industry and Communities

Client Outcomes

To achieve educational leadership in life-long learning

- C1 Increase career and employment readiness
- C2 Enhance the student experience
- C3 Strengthen First Nation student participation and Band engagement
- C4 Increase skills of the labour market
- C5 Increase personal growth

Internal Processes

by delivering excellent programs and services...

- I1 Evolve the strategic enrolment plan
- I2 Enhance branding and public relations
- I3 Optimize targeted marketing
- I4 Maximize effective partnering
- I5 Strengthen policies and procedures

People, Learning and Leadership

through inspired and committed people...

3. Attain Organizational Sustainability

- P1 Grow employee engagement and commitment
- P2 Enhance Leadership capacity
- P3 Strengthen staff alignment with strategic priorities
- P4 Enhance employee growth and development
- P5 Ensure and attract a qualified and skilled future workforce

Stewardship

effectively and efficiently leveraging our resources.

- S1 Optimize efficient use of resources
- S2 Grow non-traditional funding sources
- S3 Strengthen accountable decision-making based on qualitative and quantitative data
- S4 Minimize organizational risk

July 1, 2013

BOARD OF TRUSTEES REPORT

As Chair of the Board of Trustees for Carlton Trail College, it is my pleasure to present this report for the 2013-2014 fiscal year on behalf of my colleagues.

The five-member Board appointed in the fall of 2011, had its Chair and Vice Chair reappointed, effective fall of 2013, and two new Board members added in the spring of 2014, bringing the Board total up to the seven as provided for in legislation.

The Board, as part of its mandate from the Government of Saskatchewan, provides strategic leadership, sanctions the general operation of the College, and approves financial, administrative and human resource policies. The Board also approves an annual budget and a set of programs and services. To fulfill this responsibility, the Board receives regular reports from Carlton Trail College staff and management; these reports help ensure that Board objectives are being met and that resources and assets are protected and well-managed.

During the 2013-2014 year, all five of our experienced Board members were able to take advantage of Board Governance training sessions sponsored by the Ministry of Advanced Education while our two new members were able to enrol in training planned for 2014-2015.

Our Board is in the second year of its three-year strategic plan complete with "balanced scorecard" and a comprehensive list of specific initiatives designed to fulfill the overall strategic objectives identified by the Board.

The Board has continued its tradition of being actively involved in the communities served by Carlton Trail College. It has used available opportunities to increase the visibility of the College and to willingly participate in regional, provincial and national activities designed to enhance and promote the work of regional colleges.

2013 – 2014 MEMBERS

Glenn Hepp, Chair	Humboldt (September 2011; reappointed April 2014)
Luz Marina Dominguez, Vice-Chair	Wynyard (September 2011; reappointed April 2014)
Denis Bergerman	Humboldt (September 2011)
Leon Winkel	Humboldt (September 2011)
Martin Chicilo	Buena Vista (September 2011)
Sommer MacLeod	Wadena (April 2014)
Roland Hamlin	Manitou Beach (April 2014)

Regular Board Meetings:	9
Conference call:	0
Annual Meeting:	1

Board Chair, Glenn Hepp

CHIEF EXECUTIVE OFFICER REPORT

It is my pleasure to provide this report on the 2013-2014 College year, the second in my tenure as CEO with Carlton Trail College.

In keeping with the strategic goal of the enhancing the student experience, the year began with the creation of a "Student Association" in Humboldt. The students focused their efforts on promoting a healthy, safe, respectful and enjoyable student experience and operated in coordination with the Staff Social and Health and Wellness Committees.

Feedback from our first Instructors' In-Service Day, which was held on September 3rd, was extremely positive and has encouraged us to make this an annual event.

Building on its desire to continue to foster positive working relationships with the communities within our region, the Board held one regularly scheduled meeting in Punnichy and one in Watrous.

On Wednesday, November 13, the Director of Administration and I visited each of our regional offices and conducted common agenda staff meetings designed to give us a better insight into the working of our regional offices and to provide regional staff with an opportunity to share their views, questions and recommendations on a wide variety of topics. As a result of these meetings, the Senior Leadership Team now connects with all regional offices by way of a monthly conference call on the first Monday of each month. Additionally, the Director of Administration has established a weekly staffing update that not only keeps all staff and Board members apprised of all new hires, it also shares condolences and congratulations from across the College region.

In December, twenty-five of our staff members took part in a two-day Pacific Institute workshop. The workshop was entitled "Thought Patterns for High Performance". The experience was found to be so powerful that the decision was made to provide the opportunity for all staff and Board members to be trained by the fall of 2014. A significant number of our staff has been certified as facilitators by the Pacific Institute, affording us the opportunity to continue to embed this material in all of our offerings.

In February, the Board formally adopted a Charter and Bylaws which detail how the Board will conduct its business. February also saw our College featured in a three-episode television series called "College TV" which focused on the programs and services provided by Saskatchewan Regional Colleges.

The last week of April saw Open Houses held in Wynyard, Southey, Watrous and Humboldt as well as the Grand Opening of our new "state-of-the-art" Practical Nursing facility in Watrous.

Finally, and most importantly, I wish to acknowledge the work of the Ministers of Advanced Education who served during the 2013-2014 year: the Honourable Don Morgan, the Honourable Rob Norris and the Honourable Kevin Doherty. These Ministers and their staffs, as well as the Ministry of the Economy, provided ongoing leadership and support to the efforts of the women and men of our College who continue to demonstrate a passion for learning and an unwavering commitment to meeting the needs of the students we have the privilege of serving.

Dr. Ivan Yackel
Chief Executive Officer

COLLEGE PERSONNEL

2013-2014 STAFF PLAN FULL-TIME EQUIVALENTS

		Budget 13-14	Actual 13-14	
Administration				
	CEO	1.00	1.00	Ivan Yackel
	Director of Finance	1.00	1.00	Andy Burgess
	Director of Administration	1.00	1.00	Amy Yeager
	Director of Programs	1.00	1.00	Shelley Romanyszyn-Cross
	Administrative Assistant	0.60	0.60	Sheri Ulrich
	Executive Secretary	0.60	0.60	Leanne Sylvestre
	Executive Secretary	0.00	0.10	Amanda Gesiorowski
		5.20	**5.30**	
	Receptionist	1.00	1.02	Carol Jackson/Raelene Yeager
	Registration Clerk	0.90	1.00	Jane Stumborg/Marina Haugerud
	Sr. Accounting Technician	1.00	1.00	Doreen Stevens
	Accounting Clerk	0.50	0.50	Susanne Hoffmann
	Payroll Clerk	0.60	0.60	Vanessa Schemenauer
	Accounts Payable Clerk	0.60	0.60	Donna Krause
	Computer Technician	1.00	1.00	Gord Dell
	IT Support Technician	1.00	0.60	Jarni Silzer
	Facilities Technician	1.00	0.90	Richard Renneberg
	Graphic Design & Marketing Associate	0.75	0.30	Candice Bauer
	Educational Technologist	0.00	0.70	OrfiYturralde
		8.35	**8.22**	
Portfolio Coordinators				
	Skills Training Manager	1.00	1.00	Rosalie Ronellenfitsch
	Literacy Facilitator	0.80	0.70	Nicola Finnson/Jenica Moen
	Marketing Facilitator	0.90	0.90	Val Koroluk
	Enterprise Division Manager	1.00	1.00	Deanna Gaetz
	Adult Basic Education Manager	1.00	1.00	Lisa Irlbeck
	Student Services Manager	1.00	1.00	Jill Lees
		5.70	**5.60**	
Student Services	Humboldt-Advisorr/Learning Specialist	1.00	1.00	Damon Steadman
	Wynyard-Advisor	1.00	1.00	Norman McCallum/Clint Christianson
	Wynyard-Advisor	0.70	0.47	Clint Christianson/Nicola Finnson
	Wakaw/One Arrow-Advisor	0.56	0.65	Chantal Tait
		3.26	**3.12**	
Training Consultant/Program Facilitators				
	Humboldt	0.80	0.80	Fred Novecosky
	Watrous	0.50	0.55	Shannon Fraser-Hansen
	Southey /Wynyard	0.75	0.75	Leslie Mann
		2.05	**2.10**	
Program Delivery Associates				
	Humboldt	2.00	1.83	Marina Haugerud/Carol Jackson/Denise Germain
	Watrous	0.75	0.69	Beverly McDade/Darlene Purshega
	Wynyard	0.75	0.70	Lucy Hoseassen
	Southey	0.75	0.75	Annette Konescni
		4.25	**3.97**	
Program Clerical				
	LPN Clerical Support (Watrous)	0.20	0.20	Ruth Thiessen
	Casual Clerical (all locations)	0.20	0.23	
		0.40	**0.43**	
TEL Attendants	Humboldt	0.15	0.07	Danita Benjoe
	Watrous	0.15	0.06	Darlene Purshega
	Wynyard	0.15	0.05	Jean Leader
		0.45	**0.18**	
	Total	**29.66**	**28.92**	

Instructor/Instructor Aides		
Basic Education, Humboldt	0.93	Ed Yee
Basic Education, Punnichy	1.65	Duane Keleman/Shirley Kallichuk
Basic Education, Wakaw	1.93	Lynn Eaton/Larry Hrycan
Basic Education, One Arrow	0.69	Bill Dovell/Joann Gaudry
Basic Education, Wynyard	0.93	Brian Vass
Basic Education, Archerwill	0.69	James Conner
Basic Education, Muskowekwan	0.50	Tina Parish
Basic Education, Yellow Quill	0.59	Dianne LaRocque
Basic Education, George Gordan	0.58	Kelly Lowe
Practical Nursing, Watrous	3.17	Cathy McMann/Sherrie Graham-Busse Lacey Meddins/Nichole Taylor/Raeleen Hulan/Jadah Mensch
Continuing Care Assistant, Humboldt	0.48	Maria LeonardCorrine Slobodian
Continuing Care Assistant, Wynyard	0.80	Shannon Linnen/Lana Prystai
Continuing Care Assistant, Southey	0.68	Tammy Manz/Sheri Hubick/Inge Schmidt
Office Education, Humboldt	0.89	Kim Hartl/Annette Magus/Julie Hofmann/Maria Leonard
Business Certificate, Southey	0.38	Jo-Ann Scott Hodgins/Jackie Galenzoski/Chris Gkekorbu
Early Childhood Education, Humboldt	0.26	Tina Parish
Early Childhood Education, Raymore	0.23	Jackie Galenzoski/Inge Schmidt
Welding Applied Certificate, Journeyperson Welding, Humboldt	0.89	Murray Cook/Bill Dovell
Construction Worker Prep, Punnichy	0.60	Randy Jordan
Plumbing & Pipefitting-Humboldt	0.60	Hilton McKay/Bill Dovell
ESL-Humboldt/Englefeld/St. Brieux/Spalding/Drake/Imperial/Lanigan/Wynyard/Leroy/Watrous	2.08	Rita Crone/Brenda Bowman/Debbie Sarauer/Craid Bott/Danielle Tollin/Svitzlana Aivasian
Total	**19.53**	
Total FTE-Non-Instructional (Current)	**28.92**	
Total FTE-Instructional (Current)	**19.53**	
Total FTE	**48.45**	
Total FTE June 2013	42.79	

Full-Time Equivalents	10 / 11	11 / 12	12/13	13/14
	27.05	28.51	27.36	28.92

Note: FTE does not include instructional staff.

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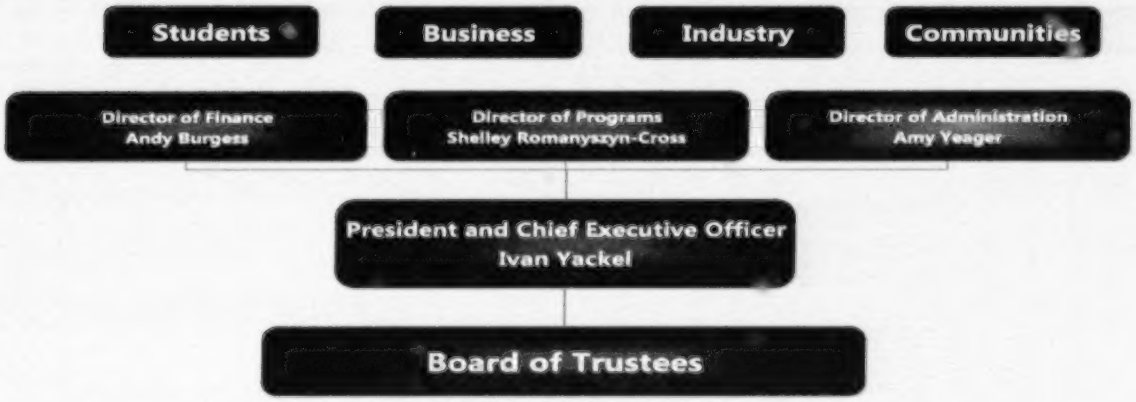


PROGRAMS AND SERVICES SUMMARY

With 1943 students participating in some form of programming in 2013/14, the College saw a fruitful year. While enrolments were down from previous years, there was an overall increase in full-load equivalencies (FLEs) of 8.6% over the previous three year average. This apparent contradiction is explained through a slight increase in the offerings of institute credit full- and part-time programs, an increase in the number of students enroled in English as Subsequent Language (ESL), and greater student success in ABE non-credit general academic studies offerings.

PROGRAMMING ACTIVITY

	Classes	Students	Participant Hours
2010 / 11	343	2065	264,957
2011 / 12	328	1974	275,456
2012 / 13	328	2205	256,119
2013 / 14	**283**	**1943**	**287,437**

COMPREHENSIVE ENROLMENT STATISTICS

Program Groups		Actuals 2012/2013 Student Enrol FT	Student Enrol PT	Student Enrol Casual	FLEs	2013/2014 Student Enrol FT	Student Enrol PT	Student Enrol Casual	FLEs
BASIC EDUCATION	**BE Credit:**								
	Academic GED	0	38	0	10.26	0	17	0	2.14
	Adult 12	64	27	0	74.18	56	18	0	72.49
	Adult 10	34	4	0	32.63	42	14	0	44.99
	Total BE Credit	**98**	**69**	**0**	**117.06**	**98**	**49**	**0**	**119.61**
	BE Non –Credit:								
	Employability/Life Skills	0	16	0	1.80	0	0	0	0
	English Language Training	0	175	0	9.38	0	184	0	17.30
	General Academic Studies	44	60	0	39.95	70	3	0	73.86
	Literacy	0	0	0	0	0	0	0	0
	Total BE Non-Credit	**44**	**251**	**0**	**51.13**	**70**	**187**	**0**	**91.16**
TOTAL BASIC EDUCATION		**142**	**320**	**0**	**168.19**	**168**	**236**	**0**	**210.78**
SKILLS TRAINING	**Institute Credit:**								
	Apprenticeship & Trade	0	4	0	50	0	5	0	0.63
	SIAST	118	84	10	129.01	104	98	1	147.97
	Other	44	16	0	28.74	18	15	0	11.94
	Total Institute Credit	**162**	**104**	**10**	**158.25**	**122**	**118**	**1**	**160.54**
	Industry Credit:								
	Total Industry Credit	**0**	**124**	**750**	**29.88**	**0**	**150**	**590**	**31.82**
	Non-Credit: Industry, Community/Individual, Personal Interest								
	Total Non-Credit	**13**	**35**	**545**	**16.89**	**12**	**21**	**521**	**14.61**
TOTAL SKILLS TRAINING		**175**	**263**	**1305**	**205.02**	**134**	**289**	**1112**	**206.96**
UNIVERSITY	**University Credit:**								
	Total University Credit	0	0	0	0	0	4	0	0.50
TOTAL UNIVERSITY		**0**	**0**	**0**	**0**	**0**	**4**	**0**	**0.50**
TOTAL ENROLMENT		**317**	**583**	**1305**	**373.21**	**302**	**529**	**1112**	**418.24**

PERFORMANCE MEASURES

The performance measures deemed to be common among the Regional Colleges, as applicable to Carlton Trail College, are listed below. The performance measures use average results from 2010/2013 as a base-line and targeted and actual results for 2013/14.

Program	Performance Measure	Average 2010-2013	Targeted 13/14	Actual 13/14
Skills Training				
Institute Credit	Number of student enrolments – FLEs	165	155	**161**
	Number of student enrolments – distinct enrolment	278	250	**241**
	Participation rate[1] of students	48%	45%	**44%**
	Number of graduates	160	159	**97**
	Number of completers	67	80	**98**
	Graduation rate[2] of students	55%	50%	**40%**
	Employment rate[3] of graduates	92%	80%	**92%**
	Furthering training rate[4] of graduates	59%	20%	**0%**
	Participation rate[5] of Aboriginal people	32%	20%	**27%**
	Graduation rate[6] of Aboriginal people	29%	25%	**23%**
	Graduation rate[7] of Aboriginal people	49%	40%	**34%**
	Employment rate[8] of Aboriginal graduates	56%	80%	**79%**
	Furthering training rate[9] of Aboriginal people	58%	20%	**0%**
Industry Credit	Number of student enrolments – FLEs	29	30	**32**
	Number of student enrolments – distinct enrolment	871	800	**740**
	Participation rate of students	23%	27%	**28%**
	Number of graduates	691	600	**505**
	Number of completers	201	200	**230**
	Graduation rate of students	49%	50%	**17%**
	Employment rate of graduates	n/a	n/a	**n/a**
	Furthering training rate of graduates	n/a	n/a	**n/a**
	Participation rate of Aboriginal people	12%	10%	**17%**
	Graduation rate[6] of Aboriginal people	5%	5%	**4%**
	Graduation rate[7] of Aboriginal people	20%	15%	**4%**
	Employment rate of Aboriginal graduates	n/a	n/a	n/a
	Furthering training rate of Aboriginal people	n/a	n/a	n/a
Non-Credit	Number of student enrolments – FLEs	20	20	**15**
Adult Basic Education				
Credit	Number of student enrolments – FLEs	119	100	**120**
	Number of student enrolments – distinct enrolment	160	150	**147**
	Participation rate of students	28%	28%	**27%**
	Number of graduates	58	55	**71**
	Number of completers	25	40	**21**
	Graduation rate of students	44%	50%	**48%**
	Employment rate of graduates	60%	60%	**63%**
	Furthering training rate of graduates	70%	65%	**87%**
	Participation rate of Aboriginal people	82%	80%	**86%**
	Graduation rate[6] of Aboriginal people	67%	70%	**85%**
	Graduation rate[7] of Aboriginal people	55%	60%	**48%**
	Employment rate of Aboriginal graduates	34%	60%	**63%**
	Furthering training rate of Aboriginal people	40%	60%	**87%**
Non-credit	Number of student enrolments – FLEs	44	40	**91**
University				
	Number of student enrolments – FLEs	0.5	2	**.5**
	Number of student enrolments – distinct enrolment	1	2	**4**
	Participation rate of students	0.5%	.5%	**.75%**
	Participation rate of Aboriginal people	17%	20%	**0%**
Contractual Revenue	Contractual revenue[10] from annual financial statements	$601,091	$609,000	**$494,965**

Notes: n/a: not available or not collected
i/d: insufficient data

1. Participation rate: # of enrolments / total # of Credit programs enrolments
2. Graduation rate: # of graduates / # of enrolments
3. Employment rate: # of graduates employed / # of completers and graduates - # of graduates continuing to further training (# of graduates contacted may be fewer than # of graduates)
4. Furthering training rate: # of graduates continuing to further training / # of completers and graduates - # of graduates employed (# of graduates contacted may be fewer than # of graduates)
5. Participation rate: # of Aboriginal enrolments / total # of enrolments
6. Graduation rate: # of Aboriginal graduates / total # of graduates
7. Graduation rate: # of Aboriginal graduates / total # of Aboriginal enrolments
8. Employment rate: # of Aboriginal graduates employed / # of Aboriginal graduates contacted - # of Aboriginal graduates continuing to further training
9. Furthering training rate: # of Aboriginal graduates continuing to further training / # of Aboriginal completers and graduates - # of Aboriginal graduates employed (# of graduates contacted may be fewer than # of graduates)
10. Excludes project revenue from Federal Government and includes revenue from Canada-Saskatchewan Career & Employment Services.

EQUITY PARTICIPATION ENROLMENTS

		Actuals																							
		2012-2013												2013-2014											
	Program Groups	Aboriginal			Visible Minority			Disability			Total Enrolment			Aboriginal			Visible Minority			Disability			Total Enrolment		
		FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas
BASIC EDUCATION	**BE Credit:**																								
	Academic GED	0	38	0	0	1	0	0	4	0	0	38	0	0	12	0	0	0	0	0	2	0	0	17	0
	Adult 12	47	21	0	3	1	0	7	1	0	64	27	0	44	14	0	2	0	0	4	1	0	56	18	0
	Adult 10	34	4	0	0	0	0	3	0	0	34	4	0	42	14	0	0	1	0	3	1	0	42	14	0
	Total BE Credit	**81**	**63**	**0**	**3**	**2**	**0**	**10**	**5**	**0**	**98**	**69**	**0**	**86**	**40**	**0**	**2**	**1**	**0**	**7**	**4**	**0**	**98**	**49**	**0**
	BE Non-Credit:																								
	Employability/Life Skills	0	15	0	0	0	0	0	3	0	0	16	0	0	0	0	0	0	0	0	0	0	0	0	0
	English Language Training	0	0	0	0	13	0	0	2	0	0	175	0	0	0	0	0	14	0	0	1	0	0	184	0
	General Academic Studies	37	55	0	0	3	0	9	7	0	44	60	0	69	3	0	5	0	0	8	0	0	70	3	0
	Literacy	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total BE Non-Credit	**37**	**70**	**0**	**0**	**16**	**0**	**9**	**12**	**0**	**44**	**251**	**0**	**69**	**3**	**0**	**5**	**14**	**0**	**8**	**1**	**0**	**70**	**187**	**0**
TOTAL BASIC EDUCATION		**118**	**133**	**0**	**3**	**18**	**0**	**19**	**17**	**0**	**142**	**320**	**0**	**155**	**43**	**0**	**7**	**15**	**0**	**15**	**5**	**0**	**168**	**236**	**0**
SKILLS TRAINING	**Institute Credit:**																								
	Apprenticeship & Trade	0	1	0	0	0	0	0	0	0	0	4	0	0	0	0	0	0	0	0	0	0	0	5	0
	SIAST	29	11	2	5	2	1	10	10	1	123	85	10	22	18	0	6	2	0	8	4	0	108	98	1
	Other	40	4	0	0	0	0	0	0	0	44	16	0	13	12	0	0	1	0	0	0	0	18	15	0
	Total Institute Credit	**69**	**16**	**2**	**5**	**2**	**1**	**10**	**10**	**1**	**167**	**105**	**10**	**35**	**30**	**0**	**6**	**3**	**0**	**8**	**4**	**0**	**126**	**118**	**1**
	Industry Credit:																								
	Total Industry Credit	**0**	**33**	**38**	**0**	**1**	**8**	**0**	**5**	**17**	**0**	**124**	**750**	**0**	**26**	**23**	**0**	**1**	**3**	**0**	**3**	**5**	**0**	**150**	**590**
	Non-Credit: Industry, Community/Individual, Personal Interest																								
	Total Non-Credit	**13**	**11**	**49**	**0**	**0**	**7**	**0**	**1**	**9**	**13**	**35**	**545**	**9**	**0**	**25**	**0**	**0**	**4**	**0**	**0**	**9**	**12**	**21**	**521**
TOTAL SKILLS TRAINING		**82**	**60**	**89**	**5**	**3**	**16**	**10**	**16**	**27**	**180**	**264**	**1305**	**44**	**56**	**48**	**6**	**4**	**7**	**8**	**7**	**14**	**138**	**289**	**1112**
UNIVERSITY	**University Credit:**																								
	Total University Credit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0
TOTAL UNIVERSITY		**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	4	0
TOTAL ENROLMENT		**200**	**193**	**89**	**8**	**21**	**16**	**29**	**33**	**27**	**322**	**584**	**1305**	**199**	**99**	**48**	**13**	**19**	**7**	**23**	**12**	**14**	**306**	**529**	**1112**

EQUITY PARTICIPATION COMPLETERS AND GRADUATES

		Actuals																	
		2012-2013									2013-2014								
	Program Groups	Aboriginal			Visible Minority			Disability			Aboriginal			Visible Minority			Disability		
		E	C	G	E	C	G	E	C	G	E	C	G	E	C	G	E	C	G
BASIC EDUCATION	**BE Credit:**																		
	Academic GED	38	22	3	1	1	0	4	1	0	12	6	0	0	0	0	2	0	0
	Adult 12	68	14	20	4	2	1	8	4	1	58	5	26	2	1	1	5	1	3
	Adult 10	38	2	27	0	0	0	3	0	2	56	4	34	1	0	0	4	0	3
	Total BE Credit	**144**	**38**	**50**	**5**	**3**	**1**	**15**	**5**	**3**	**126**	**15**	**60**	**3**	**1**	**1**	**11**	**1**	**6**
	BE Non-Credit:																		
	Employability/Life Skills	15	13	0	0	0	0	3	3	0	0	0	0	0	0	0	0	0	0
	English Language Training	0	0	0	12	10	0	2	2	0	0	0	0	14	9	0	1	1	0
	General Academic Studies	92	60	0	3	1	0	16	9	0	72	68	0	5	5	0	8	8	0
	Literacy	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total BE Non-Credit	**107**	**73**	**0**	**15**	**11**	**0**	**21**	**14**	**0**	**72**	**68**	**0**	**19**	**14**	**0**	**9**	**9**	**0**
TOTAL BASIC EDUCATION		**251**	**111**	**50**	**20**	**14**	**1**	**36**	**19**	**3**	**198**	**83**	**60**	**22**	**15**	**1**	**20**	**10**	**6**
SKILLS TRAINING	**Institute Credit:**																		
	Apprenticeship & Trade	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	SIAST	42	12	18	8	1	3	20	4	12	40	5	22	8	1	4	12	2	5
	Other	44	2	26	0	0	0	0	0	0	25	20	0	1	1	0	0	0	0
	Total Institute Credit	**87**	**15**	**44**	**8**	**1**	**3**	**20**	**4**	**12**	**65**	**25**	**22**	**9**	**2**	**4**	**12**	**2**	**5**
	Industry Credit:																		
	Total Industry Credit	**70**	**29**	**34**	**9**	**0**	**8**	**22**	**6**	**17**	**49**	**21**	**23**	**4**	**1**	**3**	**8**	**3**	**4**
	Non-Credit: Industry, Community/Individual, Personal Interest																		
	Total Non-Credit	**73**	**71**	**0**	**7**	**7**	**0**	**10**	**10**	**0**	**34**	**33**	**0**	**4**	**4**	**0**	**9**	**8**	**0**
TOTAL SKILLS TRAINING CREDIT		**230**	**115**	**78**	**24**	**8**	**11**	**52**	**20**	**29**	**148**	**79**	**45**	**17**	**7**	**7**	**29**	**13**	**9**
UNIVERSITY	**University Credit:**																		
	Total University Credit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL UNIVERSITY		**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0
TOTAL ENROLMENT		**481**	**226**	**128**	**44**	**22**	**12**	**88**	**39**	**32**	**346**	**162**	**105**	**39**	**22**	**8**	**49**	**23**	**15**

E = total enrolment

C = completers (the total number of students who completed course requirements or remained to the end of the program).

G = graduates (the total number of students who successfully completed all course requirements resulting in achievement of certification by a recognized credit granting institution or recognized by industry).

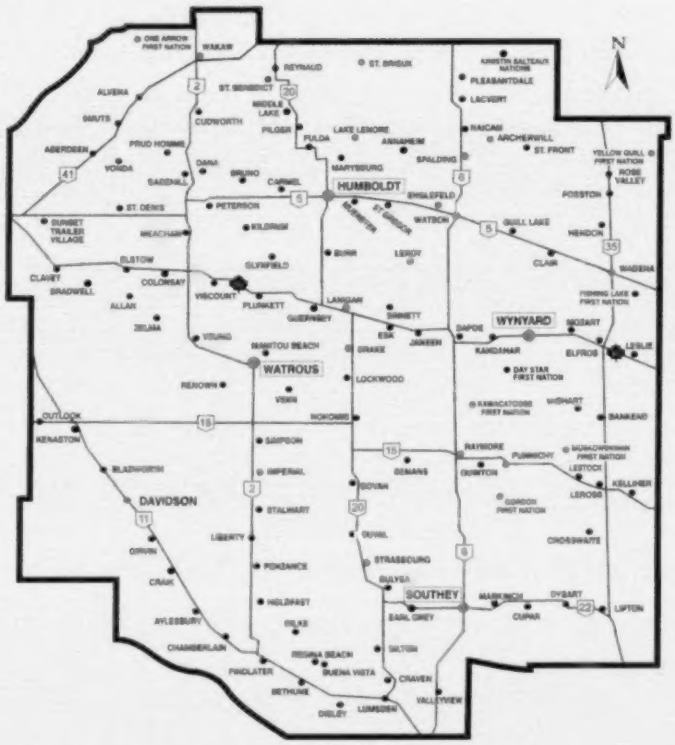
STUDENT SUCCESS

		Actuals																							
		2012-2013												2013-2014											
	Program Groups	Total Students Completed			Total Students Graduated			Total Students Employed			Total Going to Further Training			Total Students Completed			Total Students Graduated			Total Students Employed			Total Going to Further Training		
		FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas
BASIC EDUCATION	**BE Credit:**																								
	Academic GED	0	22	0	0	3	0	0	0	0	0	21	0	0	8	0	0	0	0	0	4	0	0	1	0
	Adult 12	20	4	0	29	1	0	7	0	0	9	2	0	7	2	0	36	1	0	10	2	0	28	1	0
	Adult 10	2	0	0	27	0	0	1	0	0	5	0	0	4	0	0	34	0	0	7	0	0	23	0	0
	Total BE Credit	**22**	**26**	**0**	**56**	**4**	**0**	**8**	**0**	**0**	**14**	**23**	**0**	**11**	**10**	**0**	**70**	**1**	**0**	**17**	**6**	**0**	**51**	**2**	**0**
	BE Non-Credit:																								
	Employability/Life Skills	0	13	0	0	0	0	0	1	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0
	English Language Training	0	134	0	0	0	0	0	105	0	0	2	0	0	138	0	0	0	0	0	110	0	0	0	0
	General Academic Studies	34	32	0	0	0	0	6	6	0	2	12	0	69	0	0	0	0	0	19	0	0	27	0	0
	Literacy	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total BE Non-Credit	**34**	**179**	**0**	**0**	**0**	**0**	**6**	**112**	**0**	**2**	**17**	**0**	**69**	**138**	**0**	**0**	**0**	**0**	**19**	**110**	**0**	**27**	**0**	**0**
BASIC TOTAL EDUCATION		**56**	**205**	**0**	**56**	**4**	**0**	**14**	**112**	**0**	**16**	**40**	**0**	**80**	**148**	**0**	**70**	**1**	**0**	**36**	**116**	**0**	**78**	**2**	**0**
SKILLS TRAINING	**Institute Credit:**																								
	Apprenticeship & Trade	0	4	0	0	0	0	0	4	0	0	0	0	0	5	0	0	0	0	0	5	0	0	0	0
	SIAST	23	23	0	74	41	10	59	38	0	0	5	0	18	46	1	64	33	0	60	42	0	0	17	0
	Other	0	8	0	28	7	0	3	10	0	13	0	0	13	15	0	0	0	0	2	9	0	7	2	0
	Total Institute Credit	**23**	**35**	**0**	**102**	**48**	**10**	**62**	**52**	**0**	**13**	**5**	**0**	**31**	**66**	**1**	**64**	**33**	**0**	**62**	**56**	**0**	**7**	**19**	**0**
	Industry Credit:																								
	Total Industry Credit	**0**	**89**	**84**	**0**	**32**	**664**	**0**	**12**	**0**	**0**	**0**	**0**	**0**	**119**	**111**	**0**	**26**	**479**	**0**	**31**	**0**	**0**	**0**	**0**
	Non-Credit: Industry, Community/Individual, Personal Interest																								
	Total Non-Credit	12	35	541	0	0	0	2	0	2	1	0	0	11	21	515	0	0	0	2	0	0	5	0	0
TOTAL SKILLS TRAINING		**35**	**159**	**625**	**102**	**80**	**674**	**64**	**64**	**2**	**14**	**5**	**0**	**42**	**206**	**627**	**64**	**59**	**479**	**64**	**87**	**0**	**12**	**19**	**0**
UNIVERSITY	**University Credit:**																								
	Total University Credit	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	0	0	0	0	0	0	0
TOTAL UNIVERSITY		**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	0	4	0	0	0	0	0	0	0	0	0	0
TOTAL ENROLMENT		**91**	**364**	**625**	**158**	**84**	**674**	**78**	**176**	**2**	**30**	**45**	**0**	**122**	**358**	**627**	**134**	**60**	**479**	**100**	**203**	**0**	**90**	**21**	**0**

PROGRAM OFFERINGS BY REGION

An important ingredient in the success of any college is its ability to "connect" with its communities and residents. In a region having a population of over 66,200, Carlton Trail College offered **283** programs/classes to **1943** students in **27** communities during the 2013/14 programming year.

- 2013–2014 programming locations



Location	# of Classes	# of Students	Location	# of Classes	# of Students	Location	# of Classes	# of Students
Archerwill	1	14	Lanigan	1	4	St. Brieux	11	96
Davidson	3	10	LeRoy	7	94	Strasbourg	4	17
Drake	1	17	Muskowekwan First Nation	1	13	Strongfield	1	7
Englefeld	2	32	One Arrow First Nation	3	34	Wadena	1	17
Gordon First Nation	1	7	Punnichy	9	127	Wakaw	4	58
Humboldt	137	1077	Raymore	8	60	Watrous	36	276
Imperial	1	22	Regina	1	19	Watson	3	35
Kawacatoose First Nation	1	16	Southey	11	59	Wynyard	32	197
Lake Lenore	1	7	Spalding	1	12	Yellow Quill First Nation	1	23

Note: Numbers do not include service type activity and are totaled, not distinct students (see definitions).

ENROLMENT BY PROGRAM CATEGORY – HUMBOLDT

Program Groups		Actuals 2012-2013 Student Enrol FT	Student Enrol PT	Student Enrol Casual	FLEs	2013-2014 Student Enrol FT	Student Enrol PT	Student Enrol Casual	FLEs
BASIC EDUCATION	**BE Credit:12**								
	Academic GED	0	16	0	4.48	0	17	0	2.14
	Adult 12	40	17	0	47.81	56	18	0	72.49
	Adult 10	10	1	0	8.46	42	14	0	44.99
	Total BE Credit	**50**	**34**	**0**	**60.75**	98	49	0	119.61
	BE Non-Credit:								
	Employability/Life Skills	0	0	0	0	0	0	0	0
	English Language Training	0	106	0	5.34	0	137	0	11.63
	General Academic Studies	29	54	0	30.56	70	3	0	73.86
	Literacy	0	0	0	0	0	0	0	0
	Total BE Non-Credit	**29**	**160**	**0**	**35.90**	70	140	0	85.48
TOTAL BASIC EDUCATION		**79**	**194**	**0**	**96.65**	**168**	**189**	**0**	**205.10**
SKILLS TRAINING	**Institute Credit:**								
	Apprenticeship & Trade	0	4	0	.50	0	5	0	0.63
	SIAST	53	68	3	76.47	44	56	1	68.35
	Other	0	3	0	1.08	0	0	0	0
	Total Institute Credit	**53**	**75**	**3**	**78.05**	**44**	**61**	**1**	**68.98**
	Industry Credit:								
	Total Industry Credit	**0**	**102**	**367**	**19.69**	**0**	**132**	**332**	**20.06**
	Non-Credit: Industry, Community/Individual, Personal Interest								
	Total Non-Credit	**0**	**20**	**293**	**5.47**	**12**	**12**	**300**	**10.85**
TOTAL SKILLS TRAINING		**53**	**197**	**663**	**103.21**	**56**	**205**	**633**	**99.89**
UNIVERSITY	**University Credit:**								
	Total University Credit	**0**	**0**	**0**	**0**	**0**	**3**	**0**	**0.40**
TOTAL UNIVERSITY		**0**	**0**	**0**	**0**	**0**	**3**	**0**	**0.40**
TOTAL ENROLMENT		**132**	**391**	**663**	**199.87**	**224**	**397**	**633**	**305.39**

ENROLMENT BY PROGRAM CATEGORY – SOUTHEY

Program Groups		Actuals 2012-2013 Student Enrol FT	Student Enrol PT	Student Enrol Casual	FLEs	2013-2014 Student Enrol FT	Student Enrol PT	Student Enrol Casual	FLEs
BASIC EDUCATION	**BE Credit:**								
	Academic GED	0	22	0	5.78	0	0	0	0
	Adult 12	0	0	0	0	0	0	0	0
	Adult 10	12	0	0	14.15	0	0	0	0
	Total BE Credit	**12**	**22**	**0**	**19.93**	**0**	**0**	**0**	**0**
	BE Non-Credit:								
	Employability/Life Skills	0	16	0	1.80	0	0	0	0
	English Language Training	0	0	0	0	0	0	0	0
	General Academic Studies	5	0	0	1.81	0	0	0	0
	Literacy	0	0	0	0	0	0	0	0
	Total BE Non-Credit	**5**	**16**	**0**	**3.61**	**0**	**0**	**0**	**0**
TOTAL BASIC EDUCATION		**17**	**38**	**0**	**23.53**	**0**	**0**	**0**	**0**
SKILLS TRAINING	**Institute Credit:**								
	Apprenticeship & Trade	0	0	0	0	0	0	0	0
	SIAST	17	7	0	17.45	8	22	0	19.78
	Other	41	9	0	23.49	18	15	0	11.94
	Total Institute Credit	**58**	**16**	**0**	**40.94**	**26**	**37**	**0**	**31.72**
	Industry Credit:								
	Total Industry Credit	**0**	**11**	**105**	**3.36**	**0**	**0**	**31**	**0.83**
	Non-Credit: Industry, Community/Individual, Personal Interest								
	Total Non-Credit	**13**	**9**	**82**	**9.07**	**0**	**0**	**52**	**0.66**
TOTAL SKILLS TRAINING		**71**	**36**	**187**	**53.38**	**26**	**37**	**83**	**33.21**
UNIVERSITY	**University Credit:**								
	Total University Credit	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
TOTAL UNIVERSITY		**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
TOTAL ENROLMENT		**88**	**74**	**187**	**76.91**	**26**	**37**	**83**	**33.21**

ENROLMENT BY PROGRAM CATEGORY – WATROUS

Program Groups		Actuals 2012-2013 Student Enrol FT	Student Enrol PT	Student Enrol Casual	FLEs	2013-2014 Student Enrol FT	Student Enrol PT	Student Enrol Casual	FLEs
BASIC EDUCATION	**BE Credit:**								
	Academic GED	0	0	0	0	0	0	0	0
	Adult 12	0	0	0	0	0	0	0	0
	Adult 10	0	0	0	0	0	0	0	0
	Total BE Credit	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
	BE Non-Credit:								
	Employability/Life Skills	0	0	0	0	0	0	0	0
	English Language Training	0	46	0	2.05	0	33	0	4.69
	General Academic Studies	0	0	0	0	0	0	0	0
	Literacy	0	0	0	0	0	0	0	0
	Total BE Non-Credit	**0**	**0**	**0**	**0**	**0**	**33**	**0**	**4.69**
TOTAL BASIC EDUCATION		**0**	**46**	**0**	**2.05**	**0**	**33**	**0**	**4.69**
SKILLS TRAINING	**Institute Credit:**								
	Apprenticeship & Trade	0	0	0	0	0	0	0	0
	SIAST	48	6	0	34.46	31	12	0	40.25
	Other	0	0	0	0	0	0	0	0
	Total Institute Credit	**48**	**6**	**0**	**34.46**	**31**	**12**	**0**	**40.25**
	Industry Credit:								
	Total Industry Credit	**0**	**2**	**227**	**5.02**	**0**	**2**	**129**	**3.02**
	Non-Credit: Industry, Community/Individual, Personal Interest								
	Total Non-Credit	**0**	**0**	**62**	**0.38**	**0**	**0**	**81**	**0.90**
TOTAL SKILLS TRAINING		**48**	**8**	**289**	**39.85**	**31**	**14**	**210**	**44.17**
UNIVERSITY	**University Credit:**								
	Total University Credit	**0**	**0**	**0**	**0**	**0**	**1**	**0**	**0.10**
TOTAL UNIVERSITY		**0**	**0**	**0**	**0**	**0**	**1**	**0**	**0.10**
TOTAL ENROLMENT		**48**	**54**	**289**	**41.90**	**31**	**48**	**210**	**48.97**

ENROLMENT BY PROGRAM CATEGORY – WYNYARD

Program Groups		Actuals 2012-2013 Student Enrol FT	Student Enrol PT	Student Enrol Casual	FLEs	2013-2014 Student Enrol FT	Student Enrol PT	Student Enrol Casual	FLEs
BASIC EDUCATION	**BE Credit:**								
	Academic GED	0	0	0	0	0	0	0	0
	Adult 12	24	10	0	26.37	0	0	0	0
	Adult 10	12	3	0	10.02	0	0	0	0
	Total BE Credit	**36**	**13**	**0**	**36.39**	**0**	**0**	**0**	**0**
	BE Non-Credit:								
	Employability/Life Skills	0	0	0	0				
	English Language Training	0	25	0	1.99	0	15	0	0.98
	General Academic Studies	11	6	0	7.58	0	0	0	0
	Literacy	0	0	0	0	0	0	0	0
	Total BE Non-Credit	**11**	**31**	**0**	**9.57**	**0**	**15**	**0**	**0.98**
TOTAL BASIC EDUCATION		**47**	**44**	**0**	**45.95**	**0**	**15**	**0**	**0.98**
SKILLS TRAINING	**Institute Credit:**								
	Apprenticeship & Trade	0	0	0	0	0	0	0	0
	SIAST	0	3	8	63	21	8	0	19.57
	Other	3	4	0	4.16	0	0	0	0
	Total Institute Credit	**3**	**7**	**8**	**4.79**	**21**	**8**	**0**	**19.57**
	Industry Credit:								
	Total Industry Credit	**0**	**3**	**60**	**1.55**	**0**	**16**	**100**	**7.92**
	Non-Credit: Industry, Community/Individual, Personal Interest								
	Total Non-Credit	**0**	**6**	**113**	**1.97**	**0**	**9**	**90**	**2.19**
TOTAL SKILLS TRAINING		**3**	**16**	**181**	**8.31**	**21**	**33**	**190**	**29.69**
UNIVERSITY	**University Credit:**								
	Total University Credit	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
TOTAL UNIVERSITY		**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
TOTAL ENROLMENT		**50**	**60**	**181**	**54.26**	**21**	**48**	**190**	**30.67**

SKILLS TRAINING PROGRAMS

INSTITUTE CREDIT

Carlton Trail College continued to provide various credit skills training programming opportunities throughout its region. A wide variety of full- and part-time courses and programs, primarily brokered through SIAST, were offered. The majority of programs were financed utilizing provincial funding resources received from the Ministry of Advanced Education (AE). Some programs were undertaken on a cost-recovery basis, while others were offered through partnering agreements with third parties.

In 2013/14, the College saw a slight increase in the number of offerings for both full- and part-time institute credit programs. These additional offerings resulted in a slight increase of full-load equivalencies (FLEs) for the program year.

HIGHLIGHTS

- The Practical Nursing students had the opportunity to start their 3rd semester in the newly finished Practical Nursing facility, complete with a state-of-the art lab and classrooms.
- Continued the partnership with the Saskatoon Health Region to ensure that Continuing Care Assistant students enroled in the Humboldt offering were able to participate in the "Earn-as-You Learn" program. Students were able to undertake their studies while employed with the health region.
- Pacific Institute training continues to be a component of all full-time institute credit programs. The goal of this training is to enhance student retention, as well as to develop soft skills most desired by employers (flexibility, critical thinking, innovation, accountability and leadership).
- A two week work experience was added to all full-time institute credit programs. As a result of this initiative, many students received employment offers from those employers that they had completed work experience with.
- The College, in partnership with Touchwood Agency Tribal Council, offered the Security Officer Applied Certificate program in Raymore. Upon completion of the program, 8 of the 12 students garnered employment in the field.

SKILLS TRAINING PROGRAMS OFFERED IN 2013/14

- Business Certificate
- Construction Worker Preparation
- Continuing Care Assistant Certificate
- Early Childhood Education Orientation
- Early Childhood Education Certificate
- Electrician Applied Certificate
- Educational Assistant Certificate
- Heavy Equipment Operator Applied Certificate
- Health Information Management
- Industrial Mechanic Applied Certificate
- Medical Terminology
- Office Administration
- Office Education Certificate
- Plumbing & Pipefitting Applied Certificate
- Practical Nursing Diploma
- Primary Care Paramedic Applied Certificate
- Security Officer
- Welding Applied Certificate

INDUSTRY CREDIT

The College understands the importance of offering Industry Credit programming to meet the needs of business, industry, First Nations, communities and individual stakeholders residing in our region. In 2013/14 the College realized a 7% increase in the FLE count for industry credit programming. The majority of the Industry Credit programming was offered on a cost recovery basis or through third party partnerships.

HIGHLIGHTS

- The College continues to partner with 32 volunteer fire departments within its region to deliver modules of the *Essentials of Firefighting 1001*. In 2013/14 the College added the option of online delivery of the theory components of these modules, which greatly increases the accessibility of training for volunteer firefighters in rural locations. As a result, enrolments increased by 17% from last year.
- Truck Driver Training was a popular course in the College region with a total of 18 individuals receiving training.
- The College partnered with Kawacatoose First Nation to provide a *Tourism Essentials - Mine Camp* training on reserve. The goal was to provide the essential skills necessary to allow for direct links to employment at the BHP construction site.
- Safety training continues to be highly sought-after in the region, with First Aid/CPR (including recertification) and Food Safe having the highest enrolments; 369 and 88 respectively. Taking into account all forms of safety training provided, over 580 individuals were trained.

INDUSTRY CREDIT PROGRAMS OFFERED IN 2013/14

- Babysitter Training
- Confined Spaces
- Canadian Firearm Safety
- Crane and Hoist Operator
- Essentials of Fire Fighting
- Forklift Safety Operator
- Food Safe
- Journeyperson Welding
- Life Skills Coach Certificate Training
- Pesticide Training
- Power Engineering 5th Class
- Power Engineering Fireman Level
- Pressure Pipe Welding
- Professional Assault Response Training
- Red Cross Recertification
- Standard First Aid/CPR with AED
- Snowmobile Safety Training
- Tourism Essentials – Mine Camp Training
- Truck Driver Training/Air Brake
- Welding Upgrader
- WHMIS

BUSINESS, INDUSTRY & COMMUNITY

Business, Industry and Community Education (BIC) programs consist of non-credit programs of varying duration in the areas of agriculture, business, computer applications, health and wellness and general interest. These programs are scheduled in various communities throughout the region based on identified needs and stakeholder requests. 2013/14 programming saw a slight decrease in enrolments of 7%, with an overall decrease in FLEs of 16%.

BIC PROGRAMS OFFERED IN 2013/14

- Agriculture
  - AgExpert Analyst Level 1
- Business / Trades
  - Becoming an Effective Board Member
  - Career and Employment Workshop
  - Framing
  - General Welding
  - Personality Dimensions
  - Power Mobile Equipment Training
  - Small Engine Repair
  - Welding Terminology
- Computers
  - Basic Computer Skills
  - Computer Hardware
  - Computer Software Applications
  - Computerized Accounting
  - Customized Computer Training
  - Internet
  - Spreadsheets (Excel)
- Health & Wellness
  - Fire Extinguishers
- Ed2Go (Online)
  - Administrative Assistant
  - Conversational French
  - Creating WordPress Websites
  - Digital Photography
  - Microsoft Access, Excel, Word, Outlook & PowerPoint
  - QuickBooks
  - Teaching Students with Autism
- General Interest
  - 55 Alive – Mature Driver Course
  - Cooking
  - Digital Photography
  - Driver Training
  - Home Handyman Electrical, Plumbing, Tiling
  - Landscape Design
  - Learn to Drive for Newcomers – Learner Prep
  - Mosaic Stained Glass
  - Pet Grooming
  - Quilting
  - Spanish
  - Small Engine Repair
  - Wine Tasting and Food Pairing
  - Yoga

ADULT BASIC EDUCATION

Adult Basic Education (ABE) is an umbrella term that refers to a wide range of services and credit and non-credit programs designed to help learners garner the foundational skills needed to gain employment or the credentials required to enter post-secondary education. In order to address the breadth of student needs across our region, the provision of a variety of ABE programs is essential. In an effort to best meet regional demands, the College provides a spectrum of ABE training opportunities including Level 4 (Adult 12), Level 3 (Adult 10), Level 1 and 2 (literacy and essential skill development) and English as a Subsequent Language (ESL).

ABE CREDIT

Funding for ABE programming remained static from the previous year. While overall ABE credit enrolment numbers were down by 13.6%, there was a slight increase in FLEs of just over 2%. This increase in FLEs was as a result of increased student success* (student retention) ensuing from a comprehensive intake and assessment process, and ongoing student supports. As a result, students were better prepared to realize successful outcomes. It is important to note that many students take 2 years to complete the requirements of an ABE Level 4.

HIGHLIGHTS

- The College provided ABE Level 3 and 4 programming in Punnichy, Wakaw and Wynyard, and Level 4 programming in Humboldt. In addition, through a partnership with Yellow Quill First Nation, the College delivered a Level 3 program in Archerwill.
- The College offered GED Preparation classes at both George Gordon and One Arrow First Nations. The class is geared to students who have completed ABE Level 3 and are considering entering directly into the workforce. Some students, however, use it as a means to ladder into the ABE Level 4 program.
- The Aboriginal success rate* was 60%, which was an increase of 6% over last year.

Graduates from ABE Level 4 in Wakaw

* Student success are based on a combination of completion and graduation rates

ABE NON-CREDIT

The 2013/14 academic year proved to be a busy one for ABE non-credit programming. While enrolments dropped slighlty overall, there was 11% increase in completion rates, and a corresponding increase of 78% in FLEs. This increase in FLEs was a result of the 93% of students enroled in General Academic Studies remaining until the program was finished. The high level of retention in the program was an end product of instructor and advisor engagement, whereby barriers and issues such as transportation, childcare and attendance were identified and dealt with very early in the program.

HIGHLIGHTS

- The College offered ABE Level 1/2 programming at a number of locations across the region. They included One Arrow First Nation, George Gordon First Nation, Kawacatoose First Nation, Muskowekwan First Nation and Yellow Quill First Nation. These programs were longer in length than in previous years and had a 95% completion rate.
- The College's ongoing work with One Arrow First Nation was recognized by the First Nation, Inuit and Metis Essential Skills Project, funded through the Federal Government's Office of Literacy and Essential Skills. The essential skills project profiled our work as a case study that is housed in the *National Adult Literacy Database* which launched in January 2014.
- The College continued partnering with Carleton University to offer the *Canadian Academic English Language Test (CAEL)*. Currently, the College is the only post-secondary institution in Saskatchewan to offer CAEL. A total of 5 sittings were offered, resulting in 113 individuals taking the test.
- The college completed a pilot project funded by Citizenship and Immigration Canada. The project utilized *LearnIT2teach* online curriculum as a supplement to face-to-face sessions. Students participated in 3 hours of face-to-face studies, and were required to do an additional 3 hours of homework supported by the *LearnIT2teach* online curriculum. The end result of this project found students moving up LINC levels faster than in the face-to-face environment alone, as they tended to spend more than the required 3 hours a week using the *LearnIT2teach* online curriculum.

Year-end ESL Student Celebration in Humboldt

- Stage 1 English and LINC (Language Instruction for Newcomers to Canada) was offered in 10 different locations within the College region. Overall there were a total of 185 individuals participating in these programs.

STUDENT SERVICES

Student Services plays a key role in student success from assisting students to determine their academic and career goals, to providing support throughout a College program, and assisting with the transition to further academic attainment and/or the workforce.

Depending on the needs of the learner, advising services are provided on a confidential one-on-one or group basis. Student services offer learners the following wide array of personalized supports:

Academic Advising	• Program Planning • Academic Progress • Application Assistance
Accessibility/Disability Services	• Assessment of Learning Disabilities • Accommodation for Documented Disabilities • Support and Advocacy
Crisis Intervention	• Critical Incident Debriefing • Suicide Intervention • Referrals to Community Agencies and Services
Financial Planning	• Student Loan Information • Scholarships, Bursaries and Awards Information • Budgeting Assistance for Going to School
Help with Choosing a Career	• Career Testing/Assessment • Career Planning • Program Information and Exploration
Personal Coaching	• Academic Success • Problem Solving • Confidential Personal Advising • Conflict Resolution and Mediation
Success Workshops	• Study Skills • Time Management • Note Taking Strategies • Exam Preparation • Exam Anxiety • Pacific Institute Training
Transition to Employment	• Goal Setting • Resume and Cover Letter Assistance • Interview Preparation • Workplace Skills Development for Specific Programs

Student services personnel facilitate the world renowned goal-setting and personal enhancement program, *The Pacific Institute*, for all students enroled in full-time institute credit programs. The goal of the workshop is strengthening student goal setting and engagement to increase retention and success.

Student Services conducted approximately 300 intake and assessment meetings, and over 350 career/academic advising sessions. In addition, through a partnership with Labour Market Services and George Gordon First Nation, the College undertook a comprehensive community needs assessment with the goal of better understanding the academic and employability skills of 119 individuals. The resulting database will inform long-term program planning to best meet the needs of the area.

Provincial Training Allowance (PTA) provides support to low income adults attending training programs including Adult Basic Education and Skills Training Programs. PTA was administered within the region by College personnel on behalf of the Ministry of the Economy.

	Students	PTA Allowances Distributed
2010 / 2011	101	$580,573
2011 / 2012	105	$539,394
2012 / 2013	168	$686,180
2013 / 2014	**216**	**$970,000**

UNIVERSITY PROGRAMS

Currently the College does not offer any face-to-face university programs. However, students do have the option to enrol in both University of Regina and University of Saskatchewan classes offered over LIVE Network (formally SCN).

COMMUNITY ACCESS PROGRAM YOUTH INITIATIVE

Industry Canada Industrie Canada

The Youth Internships at Community Access Sites program is an Industry Canada funded program designed to create jobs and other social, educational and economic benefits associated with the use of information technologies. The program provides funding for young Canadians to gain employment with Information and Communications Technologies (ICT) related not-for-profit organizations. The objective is to encourage not-for-profit organizations across Canada to develop and apply ICT-related skills and create internships to strengthen their business and build a foundation for success of youth in the job market.

Carlton Trail College has been contracted to administer the Youth Internship program in Saskatchewan since its inception in 1994. Special attention is paid to properly administer the program to meet the Youth Employment Strategy Objectives and Youth Internship priorities. The Provincial Coordinator is based out of the Humboldt office and provides training and support for the youth interns throughout the province.

59 interns were placed at host organizations in Saskatchewan during the 2013/2014 program, including the Provincial Coordinator and three Regional Coordinators. Interns are eligible under either a "Career Focus Stream" (students currently enroled in a post-secondary institution or who have completed at least one course at a university or other post-secondary institution) or a "Summer Work Experience Stream" (students intending to return to school full time after the internship).

Interns were trained on a variety of topics including: resume building, interview skills, career finding tools, social media, internet safety, internet research, computer applications, presentation skills, effective communication, leadership, goal setting, motivation and stress, and more.

In their jobs, the youth interns performed a variety of duties that were dependent on the needs of their host organization. Some conducted computer and internet training, others helped library patrons with using e-readers, assisted with resume writing, conducted activities like cybercamps and developed websites. They all used ITC to enhance the operation of the organizations and communities they worked with.

Sask YI training in Bruno

CARLTON TRAIL COLLEGE

DEFINITIONS

DEFINITIONS

Program/Service

Program: A course(s) of study based on a curriculum, plan or system of academic and related activities that have a definite duration.

Service: The formal act of helping, providing assistance and/or advice.

Certification

Credit: Learning which is certified by a recognized body.

Non-Credit: Learning which is not certified by a recognized body.

Program Completion Status

Completer (C): A student who has completed the time requirement of a course or all courses within a program session.

Completed Successfully: A student who has successfully completed all requirements of a non-credit program.

Graduate (G): A student who has successfully completed all program requirements and attained a level of standing resulting in credit recognition from an accrediting institution/industry and/or regulatory body.

Program Type

Apprenticeship & Trade: Education and training certified through Apprenticeship and Trade Commission.

Basic Education Credit (BE Credit): Learning that is certified by the Saskatchewan Ministry of Education

Basic Education Non-Credit (BE Non-Credit): Learning which may include some form of evaluation; however, does not result in certification by a recognized body.

Community/Individual Non-Credit: Education and training that leads to or enhances a person(s) employability or enhances community and/or social development, but does not result in credentials or certification recognized by an industry, association or sector, regulatory body or licensing agency.

Industry Credit: Education and training that leads to a credential that is recognized by an industry association or sector, regulatory body or licensing agency.

Industry Non-Credit: Education and training that meets the specific needs identified for an industry, group, firm or sector that does not result in credentials or certification recognized by an industry, association or sector, regulatory body or licensing agency.

DEFINITIONS cont'd

Institute Credit: Education and training which leads to a credential (certificate, diploma, degree) from a recognized credit-granting agency.

University: University credit training.

Personal Interest Non-Credit: Education and training that meets the needs of individual(s) or group(s) for the purpose of enhancing their hobby, leisure and recreation skills.

Students

Distinct Student: An individual participating, over an identified period of time, in one or more program groups offered by the College.

Full-Time Student: is defined as one who is taking courses that collectively require a minimum of 18 hours of scheduled class time per week for a minimum period of 12 weeks. There are two exceptions to this definition:

- for Apprenticeship and Trade: a complete level (the length depends on the trade) is required; and
- for university courses: a minimum of 216 hours of scheduled class time for the academic year.

Part-Time Student: is defined as: (a) one who is taking courses of less than 12 weeks duration, even when more than 18 hours of scheduled class time per week is required or (b) one who is taking courses that are at least 12 weeks in duration, but collectively require less than 18 hour of scheduled class time per week.

Casual Student: is defined as one who is taking courses within a program group that collectively total less than 30 hours of scheduled class time.

Registration

Course Registrations: The number of students enroled in courses taken within a program area or program type.

Program Registrations: The number of students enroled in a program area or program type.

Student Enrolment: Student(s) enroled in program(s) or course(s) that are part of a specific Program Group.

Count

Full-Load Equivalent (FLE): Total participant hours divided by the generally accepted full-load equivalent factor for a program group.

Participant Hours: The total time that a student is actively involved in a program (course) session.

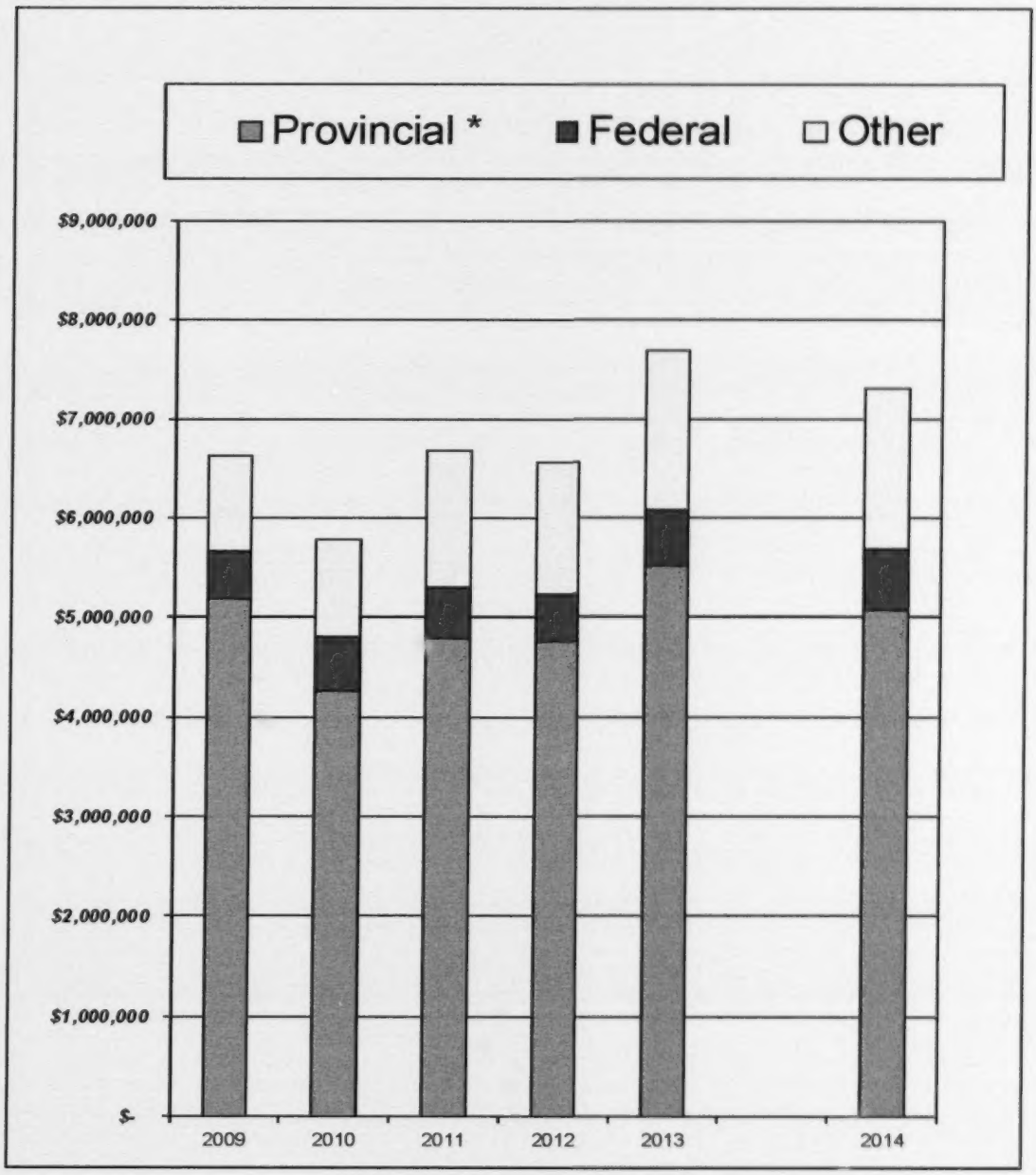
CARLTON TRAIL COLLEGE

FINANCIAL STATEMENTS

JUNE 30, 2014

CARLTON TRAIL COLLEGE
REVENUE ANALYSIS
2009 - 2014

	2009	2010	2011	2012	2013	2014
Provincial *	$ 5,190,499	$ 4,264,642	$ 4,783,774	$ 4,752,645	$ 5,523,134	$ 5,073,448
Federal	478,799	544,127	519,412	482,979	566,997	603,412
Other	964,535	967,157	1,372,255	1,319,724	1,605,649	1,623,658
Total	$ 6,633,833	$ 5,775,926	$ 6,675,441	$ 6,555,348	$ 7,695,780	$ 7,300,518

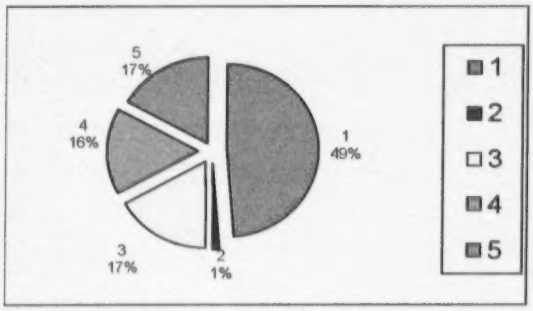


* Ministry of Advanced Education and Ministry of the Economy.
In 2013 Carlton Trail College switched to PSAB statements. 2012 figures were restated.

CARLTON TRAIL COLLEGE
Comparison of Expenditures 2009 - 2014

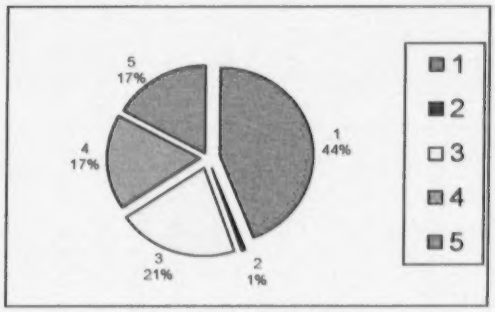
2009

(1) Programming	3,229,770
(2) Board	78,376
(3) Admin	1,126,103
(4) Organization	1,068,072
(5) Career Support	1,125,666
Total	$ 6,629,987



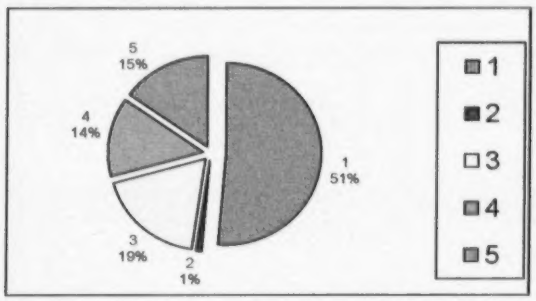
2010

(1) Programming	2,513,781
(2) Board	35,767
(3) Admin	1,193,448
(4) Organization	998,699
(5) Career Support	970,403
Total	$ 5,712,098



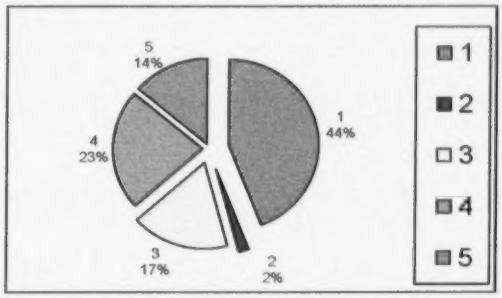
2011

(1) Programming	3,347,349
(2) Board	63,019
(3) Admin	1,207,309
(4) Organization	919,079
(5) Career Support	996,034
Total	$ 6,532,790



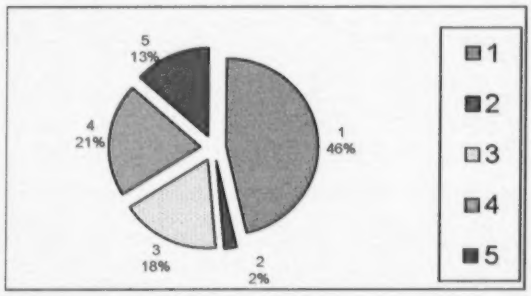
2012

(1) Programming	3,135,970
(2) Board	131,811
(3) Admin	1,254,656
(4) Organization	1,620,802
(5) Career Support	988,117
Total	$ 7,131,356



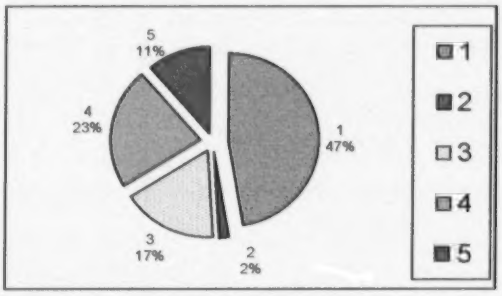
2013

(1) Programming	3,193,799
(2) Board	150,004
(3) Admin	1,203,408
(4) Organization	1,420,341
(5) Career Support	923,119
Total	$ 6,890,671



2014

(1) Programming	3,550,868
(2) Board	132,959
(3) Admin	1,284,372
(4) Organization	1,693,636
(5) Career Support	856,439
Total	$ 7,518,274



In 2013 Carlton Trail College switched to PSAB statements. 2012 figures were restated.

INDEPENDENT AUDITORS' REPORT

To the Board
Carlton Trail Regional College

We have audited the accompanying financial statements of Carlton Trail Regional College, which comprise the statements of financial position as at June 30, 2014, and the statements of operations and accumulated surplus, change in net financial assets and cash flows for the year then ended, including supporting schedules and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal controls relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Carlton Trail Regional College as at June 30, 2014, and the results of its operations, changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

original signed by Auditor
E.J.C. Dudley & Co.
Chartered Accountants

Wynyard, Saskatchewan
September 11, 2014

CARLTON TRAIL REGIONAL COLLEGE
Statement of Management Responsibility

The College is responsible for the preparation of the financial statements and has prepared them in accordance with Canadian public sector accounting principles and in accordance with the guidelines developed by Saskatchewan Advanced Education. The College believes the financial statements present fairly the College's financial position as at June 30, 2014, and the results of its operations for the year then ended.

In fulfilling its responsibilities and recognizing the limits inherent in all systems, the College has developed and maintains a system of internal control designed to provide reasonable assurance that College assets are safeguarded from loss and that the accounting records are a reliable basis for the preparation of financial statements.

The Board of Directors is responsible for the review of the financial statements. The Board meets with management and, as required, with the external auditors to discuss the results of audit examinations and financial reporting matters. The external auditors have full access to the Board with and without the presence of management.

The financial statements for the year ended June 30, 2014, have been reported on by E. J. C. Dudley & Co. The Auditors' Report outlines the scope of their examination and provides their opinion on the fairness of presentation of the information in the financial statements.

original signed by
CEO

original signed by
Director of Finance

Statement 1

Carlton Trail Regional College
Statement of Financial Position
as at June 30, 2014

	June 30 2014	June 30 2013
Financial Assets		
Cash and cash equivalents (Note 3)	$ 1,589,591	$ 2,086,887
Accounts receivable (Note 4)	669,551	637,218
Inventories for resale (Note 5)	39,561	22,563
Total Financial Assets	2,298,703	2,746,668
Liabilities		
Accrued salaries and benefits (Note 6)	166,910	237,748
Accounts payable and accrued liabilities (Note 7)	235,277	163,981
Deferred revenue (Note 8)	43,152	144,360
Liability for employee future benefits (Note 9)	124,200	110,600
Total Financial Liabilities	569,539	656,689
Net Financial Assets	1,729,164	2,089,979
Non-Financial Assets		
Tangible capital assets (Note 10)	4,840,858	4,766,823
Prepaid expenses (Note 11)	122,586	53,562
Total Non-Financial Assets	4,963,444	4,820,385
Accumulated Surplus	$ 6,692,608	$ 6,910,364
Accumulated Surplus is comprised of:		
Accumulated surplus from operations	$ 6,692,608	$ 6,910,364
Total Accumulated Surplus	$ 6,692,608	$ 6,910,364

Contractual Obligations and Commitments (Note 17)

The accompanying notes and schedules are an integral part of these financial statements

On behalf of the Board:

original signed by _____ Chairperson

original signed by _____ Chief Financial Officer

Statement 2

Carlton Trail Regional College
Statement of Operations and Accumulated Surplus
for the year ended June 30, 2014

	2014 Budget (Note 14)	2014 Actual	2013 Actual
Revenues (Schedule 2)			
Provincial government			
Grants	$ 4,227,230	$ 4,216,317	$ 4,482,932
Other	830,630	857,131	1,040,202
Federal government			
Other	710,065	603,412	566,997
Other revenue			
Administrative recoveries	4,500	18,943	3,620
Contracts	396,500	339,624	402,854
Interest	24,000	29,423	26,378
Rents	-	2,053	3,679
Resale items	184,060	135,305	139,911
Tuitions	1,087,815	957,810	887,594
Donations	-	128,734	8,392
Other	9,360	11,766	133,221
Total revenues	7,474,160	7,300,518	7,695,780
Expenses (Schedule 3)			
General	2,931,375	3,045,589	2,768,753
Skills training	2,559,960	2,221,821	2,005,317
Basic education	1,453,495	1,329,047	1,188,482
Services	888,330	856,439	923,119
University	-	-	-
Scholarships	-	65,378	5,000
Total expenses	7,833,160	7,518,274	6,890,671
Surplus (Deficit) for the Year from Operations	(359,000)	(217,756)	805,109
Accumulated Surplus, Beginning of Year	6,105,255	6,910,364	6,105,255
Accumulated Surplus, End of Year	$ 5,746,255	$ 6,692,608	$ 6,910,364

The accompanying notes and schedules are an integral part of these financial statements

Statement 3

Carlton Trail Regional College
Statement of Changes in Net Financial Assets
as at June 30, 2014

	2014 Budget (Note 14)	2014 Actual	2013 Actual
Net Financial Assets, Beginning of Year	$ 2,089,979	$ 2,089,979	$ 982,417
Surplus (Deficit) for the Year from Operations	(359,000)	(217,756)	805,109
Acquisition of tangible capital assets	(335,000)	(461,050)	(85,131)
Proceeds on disposal of tangible capital assets	-	-	115,000
Net loss (gain) on disposal of tangible capital assets	-	-	(114,400)
Amortization of tangible capital assets	359,000	377,015	357,541
Acquisition of prepaid expenses	(40,000)	(121,743)	(51,802)
Use of prepaid expenses	80,000	52,719	91,246
Change in Net Financial Assets	(315,000)	(360,815)	1,107,562
Net Financial Assets, End of Year	$ 1,774,979	$ 1,729,164	$ 2,089,979

The accompanying notes and schedules are an integral part of these financial statements

Statement 4

Carlton Trail Regional College
Statement of Cash Flows
for the year ended June 30, 2014

	2014	2013
Operating Activities		
(Deficit) surplus for the year from operations	$ (217,756)	$ 805,109
Non-cash items included in surplus (deficit)		
Amortization of tangible capital assets	377,015	357,541
Net (gain) loss on disposal of tangible capital assets	-	(114,400)
Changes in non-cash working capital		
(Increase) in accounts receivable	(32,333)	(330,254)
(Increase) in inventories for resale	(16,998)	(1,433)
(Decrease) increase in accrued salaries and benefits	(70,838)	10,138
Increase (decrease) in accounts payable and accrued liabilities	71,296	(226,030)
(Decrease) in deferred revenue	(101,208)	(136,100)
Increase in Liability for Employee Future Benefits	13,600	12,200
(Increase) decrease in prepaid expenses	(69,024)	29,443
Cash Provided by Operating Activities	(46,246)	406,214
Capital Activities		
Cash used to acquire tangible capital assets	(451,050)	(85,131)
Proceeds on disposal of tangible capital assets	-	115,000
Cash (Used) Provided by Capital Activities	(451,050)	29,869
(Decrease) increase in Cash and Cash equivalents	(497,296)	436,083
Cash and Cash Equivalents, Beginning of Year	2,086,887	1,650,804
Cash and Cash Equivalents, End of Year	$ 1,589,591	$ 2,086,887

The accompanying notes and schedules are an integral part of these financial statements

CARLTON TRAIL REGIONAL COLLEGE
Notes to the Financial Statements
for the year ended June 30, 2014

1. PURPOSE AND AUTHORITY

Carlton Trail Regional College (the College) was established by Saskatchewan Order in Council 22/89 dated February 16, 1989.

The College offers educational services and programs under the authority of Section 14 of *The Regional Colleges Act*. The College Board plays an integral part in strategic direction and management guidance.

The purpose of the Colleges is to provide credit and non-credit classroom and vocational training to meet the needs of regional constituents and industry. The College is exempt from the payment of income tax.

2. SIGNIFICANT ACCOUNTING POLICIES

As a government not-for-profit organization, the College prepared these financial statements in accordance with Canadian public sector accounting standards for government reporting entities, which it adopted for the June 30, 2013 financial statements. The accounting standards followed for government not-for-profit organizations is the Canadian Institute of Chartered Accountants (CICA) Public Sector Accounting (PSA) Handbook.

(a) College Reporting Entity

The financial statements include all of the assets, liabilities, revenues and expenses of the College reporting entity

(b) Measurement Uncertainty and the Use of Estimates

The preparation of financial statements in conformity with PSA standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the year. Uncertainty in the determination of the amount at which an item is recognized or disclosed in financial statements is known as measurement uncertainty. Such uncertainty exists when there is a variance between the recognized or disclosed amount and another reasonably possible amount.

Measurement uncertainty that may be material to these financial statements exists for:

- the liability for employee future benefits of $124,200 (June 30, 2013 - $110,600) because actual experience may differ significantly from actuarial or historical estimations and assumptions;

These estimates and assumptions are reviewed periodically and, as adjustments become necessary, they are reported in earnings in the periods in which they become known. While best estimates are used for reporting items subject to measurement uncertainty, it is reasonably possible that changes in future conditions, occurring within one fiscal year, could require material changes in the amounts recognized or disclosed.

(c) Financial Instruments

Financial instruments create rights and obligations to receive or deliver economic benefits. Financial instruments include cash and cash equivalents, accounts receivable, accrued salaries and benefits, accounts payable and accrued liabilities.

Financial instruments are assigned to one of two measurement categories: fair value, or cost or amortized cost.

i) Fair Value
Fair value measurement applies to portfolio investments in equity instruments that are quoted in an active market.

ii) Cost or Amortized Cost
All other financial assets and financial liabilities are measured at cost or amortized cost. Transaction costs are a component of cost for financial instruments measured using cost or amortized cost. Loans and receivables are measured at amortized cost. Due to their short-term nature, the amortized cost of these instruments approximates their fair value.

(d) Financial Assets

Financial assets are assets that could be used to discharge existing liabilities or finance future operations and are not for consumption in the normal course of operations. Valuation allowances are used where considered necessary to reduce the amounts reported for financial assets to their net realizable value.

Cash and Cash Equivalents consist of cash, bank deposits and highly liquid investments with initial maturity terms of three months or less and held for the purpose of meeting short-term operating cash commitments rather than for investing purposes.

Accounts Receivable are shown net of allowance for doubtful accounts to reflect their expected net recoverable value. Valuation allowances are recorded where recovery is considered uncertain. Changes in valuation allowances are recorded in the statement of operations.

Inventories for Resale consist of textbooks and course materials, which are held for sale in the ordinary course of operations and are valued at the lower of cost and net realizable value. Cost is determined average cost method. Net realizable value is the estimated selling price in the ordinary course of business.

(e) Liabilities

Liabilities are present obligations arising from transactions and events occurring prior to year-end, which will be satisfied in the future through the use of assets or another form of economic settlement.

Bank indebtedness is comprised of bank overdraft and short-term loans with initial maturities of one year or less, incurred for the purpose of financing current expenses.

Accrued Salaries and Benefits represents salaries and benefits owing to or on behalf of work performed by employees, but not yet paid, at the end of the fiscal period. Amounts are payable within one year.

Accounts Payable and Accrued Liabilities include accounts payable and accrued liabilities owing to third parties for goods supplied and services rendered, but not yet paid, at the end of the fiscal period. Amounts are payable within one year.

Deferred revenue from government transfers represents restricted grants with stipulations that give rise to a liability. The revenue is recognized as the stipulation liabilities are settled. Deferred revenue from non-government sources represents revenue related to fees or services received in advance of the fee being earned or the services being performed, and other contributions for which the contributor has placed restrictions on the use of the resources. Tuition and fee revenue is recognized as the course is delivered, revenue from contractual services is recognized as the services are delivered, and revenue from other contributions is recognized in the fiscal year in which the resources are used for the purpose specified.

Liability for Employee Future Benefits represents accumulating non-vesting sick leave benefits that accrue to the College's employees. The cost of these benefits is recorded as the benefits are earned by employees. The liability relating to these benefits is actuarially determined using the projected benefit method pro-rated on service and management's best estimate of expected sick

leave usage, discount rate, inflation, salary escalation, termination and retirement rates and mortality. Actuarial gains and losses are amortized on a straight-line basis over the expected average remaining service life of the related employee groups. Actuarial valuations are performed periodically. Extrapolations of these valuations are made when a valuation is not done in the current fiscal year.

Long-Term Debt is comprised of capital loans and other long-term debt with initial maturities of more than one year. Long-term debt also includes capital lease obligations where substantially all of the benefits and risks incident to ownership are transferred to the College without necessarily transferring legal ownership. The amount of the lease liability recorded at the beginning of the lease term is the present value of the minimum lease payments, excluding the portion thereof relating to executory costs.

(f) Non-Financial Assets

Non-financial assets are assets held for consumption in the provision of services. These assets do not normally provide resources to discharge the liabilities of the College unless they are sold.

Tangible Capital Assets have useful lives extending beyond the accounting period, are used by the College to provide services to the public and are not intended for sale in the ordinary course of operations. Tangible capital assets are recorded at cost and include all costs directly attributable to the acquisition, design, construction, development, installation and betterment of the tangible capital asset.

The cost of depreciable tangible capital assets, net of any residual value, is amortized on a straight line-basis over their estimated useful lives as follows:

Buildings	20 years
Furniture and equipment	3 to 5 years
Computer hardware	5 years
Computer software	5 years
Vehicles	5 years
Leasehold improvements	Term of lease or useful life
Leased capital assets	Term of lease or useful life

Write-downs are accounted for as expenses in the statement of operations.

Prepaid Expenses are prepaid amounts for goods or services, which will provide economic benefits in one or more future periods. The prepaid amount is recognized as an expense in the year the goods or services are consumed.

(g) Employee Pension Plans

Multi-Employer Defined Benefit Plans
The College's employees participate in one of the following multi-employer defined benefit plans:

i) Teachers and other employees holding a teaching certificate participate in either the retirement plan of the Saskatchewan Teachers' Retirement Plan (STRP) or Saskatchewan Teachers' Superannuation Plan (STSP). The College's obligation for these plans is limited to collecting and remitting contributions of the employees at rates determined by the plans.

ii) Other employees participate in the Municipal Employees' Pension Plan (MEPP). In accordance with PSA standards, the plan is accounted for as a defined contribution plan whereby the College's contributions are expensed when due.

(h) Revenue Recognition

Revenues are recorded on the accrual basis. Revenues are recognized in the period in which the transactions or events occurred that gave rise to the revenues, provided the amount to be received can be reasonably estimated and collection is reasonably assured.

The College's major sources of revenue include the following:

i) **Government Transfers (Grants)**
Grants from governments are considered to be government transfers. Government transfers are recognized as revenues when the transfer is authorized, all eligibility criteria have been met, the amount can be estimated and collection is reasonably assured except when, and to the extent, stipulations by the transferor give rise to an obligation that meets the definition of a liability.

ii) **Fees and Services**
Revenues from tuition fees and other services are recognized in the year they are earned. Amounts that are restricted pursuant to legislation, regulation or agreements with external parties that may only be used in the conduct of certain programs or in the delivery of specific services and transactions are initially recorded as deferred revenue and subsequently recognized as revenue in the fiscal year the related expenses are incurred or services are performed.

iii) **Interest Income**
Interest is recognized on an accrual basis when it is earned.

iv) **Other (Non-Government Transfer) Contributions**

Unrestricted contributions are recognized as revenue in the year received or in the year the funds are committed to the College if the amount can be reasonably estimated and collection is reasonably assured. Externally restricted contributions are contributions for which the contributor has placed restrictions on the use of the resources. Externally restricted contributions that are to be held in perpetuity are recognized as revenue in the year in which they are received or committed if the amount can be reasonably estimated and collection is reasonably assured. Externally restricted contributions that are not held in perpetuity are deferred until the resources are used for the purpose specified, at which time the contributions are recognized as revenue. In-kind contributions are recorded at their fair value when they are received.

(i) Expenses

Expenses are reported on an accrual basis. The cost of all goods consumed and services received during the year is expensed.

(j) Contingent liabilities

Contingent liabilities are potential liabilities which may become actual liabilities when one or more future events occur or fail to occur. To the extent that the future event is likely to occur or fail to occur, and a reasonable estimate of the loss can be made, an estimated liability is accrued and an expense recorded. If the likelihood is not determinable or an amount cannot be reasonably estimated, the contingency is disclosed in the notes to the financial statements.

3. CASH AND CASH EQUIVALENTS

Due to the short-term nature of the investments, market value of cash and cash equivalents approximates cost.

	June 30 2014	June 30 2013
Cash and bank deposits	$ 1,589,591	$ 2,086,887
Cash and cash equivalents	**$ 1,589,591**	**$ 2,086,887**

4. ACCOUNTS RECEIVABLE

All accounts receivable presented on the statement of financial position are net of any valuation allowances for doubtful accounts.

(provide details as appropropriate)	June 30 2014	June 30 2013
Provincial government:		
Advanced Education/Economy	$ 374,308	$ 441,574
Other	55,484	62,494
Federal government	108,974	62,741
Other receivables	143,976	84,159
	682,742	650,968
Less: Allownace for doubtful accounts	(13,191)	(13,750)
Accounts receivable, net of allowances	**$ 669,551**	**$ 637,218**

5. INVENTORIES FOR RESALE

	June 30 2014	June 30 2013
Text books and course materials	$ 39,561	$ 22,563
	-	-
Inventories for resale	**$ 39,561**	**$ 22,563**

6. ACCRUED SALARIES AND BENEFITS

	June 30 2014	June 30 2013
Accrued salaries	$ -	$ 41,557
Accrued employee benefits	8,721	5,722
Accrued retro	-	45,931
Accrued vacation pay	158,189	144,538
Accrued salaries and benefits	**$ 166,910**	**$ 237,748**

7. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	June 30 2014	June 30 2013
Trade Payables	$ 235,277	$ 163,981
	-	-
Accounts payable and accrued liabilities	**$ 235,277**	**$ 163,981**

8. DEFERRED REVENUE

Other deferred revenue:	June 30 2013	Addition during the year	Revenue recognized in the year	June 30 2014
First Nations	$ 102,526	$ 97,700	$ 157,074	$ 43,152
Heavy Equipment Operator Tuition	41,834	-	41,834	-
Deferred revenue	**$ 144,360**	**$ 97,700**	**$ 198,908**	**$ 43,152**

9. LIABILITY FOR EMPLOYEE FUTURE BENEFITS

The College provides certain post-employment, compensated absence and termination benefits to its employees. These benefits include accumulating non-vested sick leave. The liability associated with these benefits is calculated as the present value of expected future payments pro-rated for service and is recorded as Liability for Employee Future Benefits in the statement of financial position.

Details of the employee future benefits are as follows:

	June 30 2014	June 30 2013
Actuarial valuation date		30-Jun-12
Long-term assumptions used:		
Salary escalation rate (percentage)	1.75%	1.50%
Discount rate (percentage)	2.80%	2.80%
Expected average remaining service life (years)	*11.4*	*11.4*

Liability for Employee Future Benefits	June 30 2014	June 30 2013
Accrued Benefit Obligation - beginning of year	**$ 110,600**	**$ 98,400**
Current period benefit cost	28,700	28,300
Interest cost	3,300	2,600
Benefit payments	(18,600)	(19,100)
Actuarial gains / losses	1,200	1,400
Plan amendments	200	400
Accrued Benefit Obligation - end of year	**125,400**	**112,000**
Unamortized Net Actuarial Gains / Losses	**(1,200)**	**(1,400)**
Liability for Employee Future Benefits	**$ 124,200**	**$ 110,600**

Employee Future Benefits Expense	June 30 2014	June 30 2013
Current period benefit cost	$ 28,700	$ 28,300
Amortization of net actuarial gain / loss	200	400
Plan amendments		
Benefit cost	**28,900**	**28,700**
Interest cost on unfunded employee future benefits obligation	**3,300**	**2,600**
Total Employee Future Benefits Expense	**$ 32,200**	**$ 31,300**

10. TANGIBLE CAPITAL ASSETS

	Buildings	Machinery and Equipment	Office Equipment	Office Furniture	Vehicles	Leasehold Improv	Work in Progress	2014	2013
Tangible Capital Assets - at Cost:									
Opening Balance at Start of Year	$ 832,239	$ 426,329	$ 973,483	$ 267,049	$ 49,304	$ 4,619,531	$ 22,595	$ 7,190,530	$ 7,237,285
Additions/Purchases	17,579		6,789	56,803	71,268		298,612	451,051	85,131
Disposals								-	(131,886)
Write-Downs								-	
Transfers to (from)						321,207	(321,207)	-	
Closing Balance at End of Year	**849,818**	**426,329**	**980,272**	**323,852**	**120,572**	**4,940,738**	**-**	**7,641,581**	**7,190,530**
Tangible Capital Assets - Amortization:									
Opening Balance at Start of Year	340,781	394,303	899,074	100,658	39,716	649,175		2,423,707	2,197,452
Amortization of the Period	43,077	15,707	43,103	24,544	20,873	229,712		377,016	357,541
Disposals								-	(131,286)
Write-Downs								-	
Closing Balance at End of Year	**383,858**	**410,010**	**942,177**	**125,202**	**60,589**	**878,887**	**N/A**	**2,800,723**	**2,423,707**
Net Book Value:									
Opening Balance at Start of Year	**491,458**	**32,026**	**74,409**	**166,391**	**9,588**	**3,970,356**	**22,595**	**4,766,823**	**5,039,833**
Closing Balance at End of Year	465,960	16,319	38,095	198,650	59,983	4,061,851	-	**4,840,858**	**4,766,823**
Change in Net Book Value	**(25,498)**	**(15,707)**	**(36,314)**	**32,259**	**50,395**	**91,495**	**(22,595)**	**74,035**	**(273,010)**
Disposals:									
Historical Cost								-	131,886
Accumulated Amortization								-	131,286
Net Cost	-	-	-	-	-	-	-	-	600
Price of Sale								-	115,000
Gain (Loss) on Disposal	-	-	-	-	-	-	-	-	114,400
Net Book Value (NBV) of Assets Pledged as Security for Debt	-	-	-	-	-	-	-	-	-

11. PREPAID EXPENSES

	June 30 2014	June 30 2013
Rent	$13,074	$ 9,339
Agency Contracts	83,398	28,884
Photocopiers	14,948	8,554
Vehicle extended warranties	677	1,760
Other	10,489	5,025
Prepaid expenses	$ 122,586	$ 53,562

12. EMPLOYEE PENSION PLANS

Multi-Employer Defined Benefit Plans

Information on the multi-employer pension plans to which the College contributes is as follows:

i) Saskatchewan Teachers' Retirement Plan (STRP) or Saskatchewan Teachers' Superannuation Plan (STSP):

The STRP and STSP provide retirement benefits based on length of service and pensionable earnings.

The STRP and STSP are funded by contributions by the participating employee members and the Government of Saskatchewan. The College's obligation to the STRP and STSP is limited to collecting and remitting contributions of the employees at rates determined by the plans. Accordingly, these financial statements do not include any expense for employer contributions to these plans. Net pension assets or liabilities for these plans are not reflected in these financial statements as ultimate responsibility for retirement benefits rests with the Saskatchewan Teachers' Federation for the STRP and with the Government of Saskatchewan for the STSP.

Details of the contributions to these plans for the College's employees are as follows:

	2014			2013
	STRP	STSP	TOTAL	TOTAL
Number of active College members	3	1	4	4
Member contribution rate (percentage of salary)	8.33%	6.93%	8.33%/6.93%	8.33% / 6.93%
Member contributions for the year	$ 15,832	$ 108	$ 15,940	$ 20,241

ii) Municipal Employees' Pension Plan (MEPP)

The MEPP provides retirement benefits based on length of service and pensionable earnings.

The MEPP is funded by employer and employee contributions at rates set by the Municipal Employees' Pension Commission.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and the adequacy of plan funding. Any actuarially determined deficiency is the responsibility of the participating employers and employees which could affect future contribution rates and/or benefits.

The contributions to the MEPP by the participating employers are not segregated in separate accounts or restricted to provide benefits to the employees of a particular employer. As a result, individual employers are not able to identify their share of the underlying assets and liabilities, and the net pension assets or liabilities for this plan are not recognized in these financial statements. In accordance with PSA standards, the plan is accounted for as a defined contribution plan whereby the College's contributions are expensed when due.

Details of the MEPP are as follows:

	2014	2013
Number of active College members	73	69
Member contribution rate (percentage of salary)	8.15%	7.4% / 8.15%
College contribution rate (percentage of salary)	8.15%	7.4% / 8.15%
Member contributions for the year	$ 219,888	$ 182,754
College contributions for the year	$ 219,888	$ 182,754

Defined Contribution Plans

The self-directed RRSP is funded equally by Staff and College. Contribution rates are the same as MEPP. Plan benefits are based on accumulated contributions and investment earnings. Under the plan, the College's obligations are limited to its contributions.

Details of the plan are as follows:

	2014	2013
Number of active College members	1	2
Member contribution rate (percentage of salary)	8.15%	7.4% / 8.15%
College contribution rate (percentage of salary)	8.15%	7.4% / 8.15%
Member contributions for the year	$10,867	$9,899
College contributions for the year	$10,867	$9,899

Rate increased January 1, 2013 to 8.15% from 7.4%.

13. RISK MANAGEMENT

The College is exposed to financial risks from its financial assets and liabilities. These risks include credit risk, liquidity risk and market risk (consisting of interest rate risk and foreign exchange risk).

i) Credit Risk

Credit risk is the risk to the College from potential non-payment of accounts receivable. The credit risk related to the College's receivables from the provincial government, federal government and their agencies are considered to be minimal. The College does not have a significant exposure to any individual customer. Management reviews accounts receivable on a case by case basis to determine if a valuation allowance is necessary to reflect an impairment in collectability.

The aging of accounts receivable at June 30, 2014, and June 30, 2013, was:

	June 30, 2014		June 30, 2013	
	Accounts Receivable	Allowance of Doubtful Accounts	Accounts Receivable	Allowance of Doubtful Accounts
Current	$ 560,604	$ -	$ 625,735	$ -
0-30 days	-	-	-	-
30-60 days	6,282	-	(2,247)	-
60-90 days	(1,590)	-	16,710	-
Over 90 days	117,446	13,191	10,770	13,750
Total	$ 682,742	$ 13,191	$ 650,968	$ 13,750
Net		$ 669,551		$ 637,218

i) Liquidity Risk

Liquidity risk is the risk that the College will not be able to meet its financial obligations as they come due. The College manages liquidity risk by maintaining adequate cash balances, budget practices and providing forecasts to the Board on a quarterly basis.

The following table sets out the contractual maturities of the College's financial liabilities:

	June 30, 2014	
	Within 6 months	6 months to 1 year
Accrued salaries and benefits	$ 66,764	$ 100,146
Accounts payable and accrued liabilities	$ 209,631	$ 5,896
Total	$ 276,395	$ 106,042

ii) Market Risk

The College is exposed to market risks with respect to interest rates and foreign currency exchange rates, as follows:

Interest Rate Risk:

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The College's interest rate exposure relates to cash and cash equivalents and credit cards. The College also has an authorized bank line of credit of $100,000 with interest payable monthly at a rate of Royal Bank of Canada prime less 0.6%. Changes in the bank's prime rate can cause fluctuation in interest payments and cash flows. There was no balance outstanding on this credit facility as of June 30, 2014.

14. BUDGET FIGURES

Budget figures included in the financial statements were approved by the Board on May 21, 2013, and the Minister of Advanced Education on July 11, 2013. The budget figures are unaudited.

15. RELATED PARTIES

These financial statements include transactions with related parties. The College is related to all Government of Saskatchewan ministries, agencies, boards, school divisions, health authorities, colleges and crown corporations under the common control of the Government of Saskatchewan. The College is also related to non-Crown enterprises that the Government jointly controls or significantly influences. In addition, the College is related to other non-Government organizations by virtue of its economic interest in these organizations.

(a) Related Party Transactions:

Transactions with these related parties are in the normal course of operations. Amounts due to or from and the recorded amounts of transactions resulting from these transactions are included in the financial statements and the table below.

	June 30 2014	June 30 2013
Revenues:		
Career and Employment Services	433,665	-
Horizon School Division #205	232,132	286,153
Lakeview Pioneer Lodge	-	10,000
Ministry of Advanced Education/Economy	3,909,880	5,209,484
Ministry of Finance	31	106
Other Regional Colleges	13,305	19,650
Saskatchewan Advantage Scholarships	16,337	-
Saskatoon Health Region	9,192	2,322
SIAST	787	32,400
Other Related Parties	80,444	11,615
	$ 4,695,773	**$ 5,571,730**
Expenses:		
Association of Saskatchewan Regional Colleges	$ 68,078	$ 66,000
Horizon School Division #205	58,275	307,566
Ministry of Central Services	48,637	47,989
Ministry of Finance	6,041	12,645
SaskEnergy	8,004	10,056
SaskPower	15,310	12,812
SaskTel / Sask Mobility	47,928	47,912
Saskatchewan Tourisn Educational Council	-	29,340
Saskatchewan Workers Compensation Board	20,465	6,905
SIAST	658,164	444,666
SIIT	5,670	14,201
University of Regina	10,000	21,237
Other Related Parties	21,402	25,527
	$ 967,974	**$ 1,046,856**

In addition, the College pays Provincial Sales Tax to the Saskatchewan Ministry of Finance on all its taxable purchases and customer sales on items that are deemed taxable. Taxes paid are recorded as part of the cost of those purchases.

The College receives long distance telephone services between major centers from SaskTel, a related party, at reduced rates available to Government agencies.

16. ACCUMULATED SURPLUS

Accumulated surplus represents the financial assets and non-financial assets of the College less liabilities. This represents the accumulated balance of net surplus arising from the operations of the College and accumulated net remeasurement gains and losses.

Certain amounts of the accumulated operating surplus, as approved by the Board, have been designated for specific future purposes. These internally restricted amounts are included in the accumulated surplus presented in the statement of financial position. Accumulated surplus from operations also includes externally restricted contributions for which the contributor has placed restrictions that the resources be held in perpetuity.

The College does not maintain separate bank accounts for the internally restricted amounts and/or externally restricted resources to be held in perpetuity.

Details of accumulated surplus are as follows:

	June 30 2013	Addition during the year	Reductions during the year	June 30 2014
Invested in Tangible Capital Assets:				
Net Book Value of Tangible Capital Assets	$ 4,766,823	$ 451,050	$ 377,015	$ 4,840,858
Less: Debt owing on Tangible Capital Assets				-
	4,766,823	**451,050**	**377,015**	**4,840,858**
Internally Resricted Operating Surplus:				
Capital projects:				
Humboldt Education Centre - Electronic Sign	-	75,000		75,000
Watrous Practical Nursing build outs	215,000	-	215,000	-
Welding Shop fire alarm	20,000	-	20,000	-
Sustaining Capital Funding	16,000	20,000	16,000	20,000
	251,000	**95,000**	**251,000**	**95,000**
Other:				
Information Technology	75,000	-	-	75,000
Online registration/content management software	50,000	-	-	50,000
Learning Enhanced Technology	25,000	-	-	25,000
Professional Development	47,341	4,166	-	51,507
Facilities	31,780	-	-	31,780
SLT furnishings	25,000	-	25,000	-
Marketing wrap for vehicles	5,000	-	5,000	-
Vehicles	115,000	15,000	71,268	58,732
Scholarship	-	250,424	-	250,424
Other (targeted programming funds)				-
Learner support costs				-
- EAPD funding	10,000	-	-	10,000
- Learning Specialist	15,000	-	-	15,000
- LMA Funding	38,085	-	-	38,085
Programming				-
- Early Childhood Education	94,279	-	1,440	92,839
- English as a Second Language	44,154	43,490	-	87,644
- SIAST deferred revenue	15,430	-	15,430	-
- Skills Training Allocation	607,286	-	161,265	446,021
-ABE Credit	84,585	-	-	84,585
- ABE on Reserve	59,250	-	-	59,250
	1,342,190	**313,080**	**279,403**	**1,375,867**
Unrestricted Operating Surplus	**550,351**	**-**	**169,468**	**380,883**
Total Accumulated Surplus	**$ 6,910,364**	**$ 859,130**	**$ 1,076,886**	**$ 6,692,608**

17. CONTRACTUAL OBLIGATIONS AND COMMITMENTS

	Operating Leases			
	Office Rental	Copier Leases	(Other - Vehicle)	Total Operating
Future minimum lease payments:				
2015	$ 132,266	$ 12,169	$ 1,519	**$ 145,954**
2016	130,945	12,169		**143,114**
2017	130,945	12,169		**143,114**
2018	102,072	12,169		**114,241**
2019	102,072			**102,072**
Thereafter				-
	598,300	48,676	1,519	**648,495**
Interest and executory costs	-	-	-	-
Total Lease Obligations	**$ 598,300**	**$ 48,676**	**$ 1,519**	**$ 648,495**

Schedule 1

Carlton Trail Regional College
Schedule of Revenues and Expenses by Function
for the year ended June 30, 2014

	2014 Actual								**2014**	2014	2013
	General	Skills Training		Basic Education		Services		Scholarships			
		Credit	Non-credit	Credit	Non-credit	Learner Support	Counsel		**Actual**	Budget	Actual
Revenues (Schedule 2)											
Provincial government	$ 2,236,856	$ 1,135,158	$ -	$ 527,000	$ 849,106	$ 111,385	$ 159,106	$ 54,837	$ 5,073,448	$ 5,057,860	$ 5,523,134
Federal government	2,401	-	-	-	160,010	441,001	-	-	603,412	710,065	566,997
Other	38,320	1,143,731	89,084	104,240	75,004	12,113	12,798	148,368	1,623,658	1,706,235	1,605,649
Total Revenues	2,277,577	2,278,889	89,084	631,240	1,084,120	564,499	171,904	203,205	7,300,518	7,474,160	7,695,780
Expenses (Schedule 3)											
Agency contracts	-	681,744	30,654	-	62,875	6,940	-	-	782,213	761,240	717,453
Amortization	377,015	-	-	-	-	-	-	-	377,015	395,000	357,541
Equipment	108,467	122,646	37	41,911	6,714	1,124	6,675	-	287,574	156,440	175,314
Facilities	99,866	151,157	860	45,602	7,267	-	-	-	304,752	328,650	283,763
Information technology	24,023	1,828	430	989	113	15,619	54	-	43,056	77,150	49,702
Operating	497,763	268,104	7,982	65,126	90,899	11,490	11,431	65,378	1,018,173	1,088,835	827,106
Personal services	1,938,455	931,721	24,658	520,189	487,362	631,015	172,091	-	4,705,491	5,025,845	4,479,792
Total Expenses	3,045,589	2,157,200	64,621	673,817	655,230	666,188	190,251	65,378	7,518,274	7,833,160	6,890,671
Surplus (Deficit) for the year	$ (768,012)	$ 121,689	$ 24,463	$ (42,577)	$ 428,890	$(101,689)	$ (18,347)	$ 137,827	$ (217,756)	$ (359,000)	$ 805,109

Schedule 2

Carlton Trail Regional College
Schedule of Revenues by Function
for the year ended June 30, 2014

	2014 Revenues Actual								2014	2014	2013
	General	Skills Training		Basic Education		Services		Scholarships	Total Revenues Actual	Total Revenues Budget	Total Revenues Actual
		Credit	Non-credit	Credit	Non-credit	Learner Support	Counsel				
Provincial Government											
Advanced Education/ Economy											
Operating grants	$2,216,325	$ -	$ -	$ -	$ -	$ 100,585	$132,090	$ -	$ 2,449,000	$ 2,448,165	$2,400,300
Program grants	-	1,040,397	-	346,809	360,111	-	-	-	1,747,317	1,743,065	1,946,632
Capital grants	20,000	-	-	-	-	-	-	-	20,000	36,000	136,000
	2,236,325	1,040,397	-	346,809	360,111	100,585	132,090	-	4,216,317	4,227,230	4,482,932
Contracts	-	-	-	-	438,803	-	27,016	-	465,819	300,000	540,254
Other	-	-	-	-	-	-	-	36,500	36,500	-	73,000
	2,236,325	1,040,397	-	346,809	798,914	100,585	159,106	36,500	4,718,636	4,527,230	5,096,186
Other provincial	531	94,761	-	180,191	50,192	10,800	-	18,337	354,812	530,630	426,948
Total Provincial	2,236,856	1,135,158	-	527,000	849,106	111,385	159,106	54,837	5,073,448	5,057,860	5,523,134
Federal Government											
Rents	2,400	-	-	-	-	-	-	-	2,400	-	4,850
Contracts	1	-	-	-	160,010	441,001	-	-	601,012	710,065	562,147
Total Federal	2,401	-	-	-	160,010	441,001	-	-	603,412	710,065	566,997
Other Revenue											
Admin recovery	2,334	1,077	182	-	-	-	-	15,350	18,943	4,500	3,620
Contracts	5,000	121,314	28,619	100,827	72,964	-	10,900	-	339,624	396,500	402,854
Interest	26,907	-	-	-	-	-	-	2,516	29,423	24,000	26,378
Rents	340	1,608	-	-	-	105	-	-	2,053	-	3,679
Resale items	-	127,995	4,724	168	520	-	1,898	-	135,305	184,060	139,911
Tuitions	-	887,868	55,559	1,055	1,320	12,008	-	-	957,810	1,087,815	887,594
Donations	-	-	-	-	-	-	-	128,734	128,734	-	8,392
Other	3,739	3,869	-	2,190	200	-	-	1,768	11,766	9,360	133,221
Total Other	38,320	1,143,731	89,084	104,240	75,004	12,113	12,798	148,368	1,623,658	1,706,235	1,605,649
Total Revenues	$2,277,577	$2,278,889	$ 89,084	$631,240	$1,084,120	$ 564,499	$171,904	$ 203,205	$ 7,300,518	$ 7,474,160	$7,695,780

Schedule 3

Carlton Trail Regional College
Schedule of Expenses by Function
for the year ended June 30, 2014

	2014 Expenses Actual								2014	2014	2013
	General (Schedule 4)	Skills Training		Basic Education		Services		Scholarships	Total Expenses Actual	Total Expenses Budget	Total Expenses Actual
		Credit	Non-credit	Credit	Non-credit	Learner Support	Counsel				
Agency Contracts											
Contracts	$ -	$ 681,015	$ 30,654	$ -	$ 62,875	$ 6,940	$ -	$ -	$ 781,484	$ 697,335	$ 716,263
Instructors	-	729	-	-	-	-	-	-	729	63,905	1,190
	-	681,744	30,654	-	62,875	6,940	-	-	782,213	761,240	717,453
Amortization	377,015	-	-	-	-	-	-	-	377,015	395,000	357,541
Equipment											
Equipment (non-capital)	33,681	55,311	37	37,902	6,714	1,124	-	-	134,769	20,700	52,950
Rental	45,492	64,750	-	3,611	-	-	-	-	113,853	104,600	82,793
Repairs and maintenance	29,294	2,585	-	398	-	-	6,675	-	38,952	31,140	39,571
	108,467	122,646	37	41,911	6,714	1,124	6,675	-	287,574	156,440	175,314
Facilities											
Building supplies	550	2,266	-	1,445	283	-	-	-	4,544	7,175	5,424
Grounds	2,438	5,042	-	539	42	-	-	-	8,061	1,860	5,941
Janitorial	20,813	26,137	-	6,198	-	-	-	-	53,148	48,270	51,224
Rental	54,590	90,068	860	34,205	6,910	-	-	-	186,633	227,270	113,172
Repairs & maintenance building	19,335	5,250	-	580	32	-	-	-	25,197	22,395	80,717
Utilities	2,140	22,394	-	2,635	-	-	-	-	27,169	21,680	27,285
	99,866	151,157	860	45,602	7,267	-	-	-	304,752	328,650	283,763
Information Technology											
Computer services	9,528	53	-	-	-	12,027	-	-	21,608	17,500	28,300
Data communications	1,367	-	-	-	-	761	-	-	2,128	850	785
Equipment (non-capital)	5,557	683	430	298	-	674	-	-	7,642	32,490	6,025
Materials & supplies	3,196	499	-	72	113	27	54	-	3,961	7,400	4,083
Rental	509	-	-	-	-	-	-	-	509	420	661
Repairs & maintenance building	-	593	-	-	-	-	-	-	593	-	648
Softw are (non-capital)	3,866	-	-	619	-	2,130	-	-	6,615	18,490	9,200
	24,023	1,828	430	989	113	15,619	54	-	43,056	77,150	49,702
Operating											
Advertising	64,726	16,772	730	3,040	4,638	137	94	-	90,137	113,790	86,569
Association fees & dues	39,692	1,264	-	-	1,518	-	-	-	42,474	47,850	41,162
Bad debts	-	-	-	-	-	-	-	-	-	1,000	(34,401)
Financial services	11,836	-	-	-	-	-	-	-	11,836	9,920	8,934
In-service (includes PD)	50,062	50	-	1,250	4,657	1,327	2,795	-	60,141	61,550	44,791
Insurance	36,220	-	-	-	-	-	-	-	36,220	33,920	33,935
Materials & supplies	29,180	62,856	993	42,692	55,853	2,793	378	15	194,760	222,695	169,408
Postage, freight & courier	28,907	1,597	-	39	633	342	-	26	31,544	19,050	20,199
Printing & copying	42,755	63	-	575	256	395	31	-	44,075	52,475	34,910
Professional services	61,105	-	-	-	4,175	160	-	-	65,440	79,325	47,963
Resale items	-	134,757	4,201	-	2,468	-	-	-	141,426	192,095	146,634
Subscriptions	4,594	200	-	223	-	-	-	-	5,017	5,250	4,082
Telephone & fax	38,349	9,093	-	3,923	3,444	1,438	1,459	-	57,706	69,050	53,458
Travel	83,716	30,600	2,058	3,964	8,812	4,898	6,674	-	140,722	156,640	122,387
Other	6,621	10,852	-	9,420	4,445	-	-	65,337	96,675	24,225	47,075
	497,763	268,104	7,982	65,126	90,899	11,490	11,431	65,378	1,018,173	1,088,835	827,106
Personal Services											
Employee benefits	307,197	116,173	2,177	55,148	63,962	50,186	27,016	-	621,879	767,420	556,824
Honoraria	28,120	1,120	-	-	-	-	-	-	29,240	51,170	32,891
Salaries	1,602,793	813,949	22,481	465,041	423,380	580,829	145,075	-	4,053,548	4,205,055	3,883,127
Other	345	479	-	-	-	-	-	-	824	2,200	6,950
	1,938,455	931,721	24,658	520,189	487,362	631,015	172,091	-	4,705,491	5,025,845	4,479,792
Total Expenses	$ 3,045,589	$ 2,157,200	$ 64,621	$ 673,817	$ 655,230	$ 666,188	$ 190,251	$ 65,378	$ 7,518,274	$ 7,833,160	$ 6,890,671

Schedule 4

Carlton Trail Regional College
Schedule of General Expenses by Functional Area
for the year ended June 30, 2014

	2014 General Actual				2014	2014	2013
	Governance	Operating and Administration	Facilities and Equipment	Information Technology	**Total General Actual**	Total General Budget	Total General Actual
Agency Contracts							
Contracts	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Instructors	-	-	-	-	-	-	1,190
	-	-	-	-	-	-	1,190
Amortization	-	-	377,015	-	377,015	395,000	357,541
Equipment							
Equipment (non-capital)	772	20,450	-	12,459	33,681	8,000	12,923
Rental	-	45,492	-	-	45,492	45,950	54,020
Repairs and maintenance	-	29,294	-	-	29,294	28,340	30,444
	772	95,236	-	12,459	108,467	82,290	97,387
Facilities							
Building supplies	-	-	543	7	550	1,250	1,188
Grounds	-	-	2,438	-	2,438	1,600	2,485
Janitorial	-	-	20,813	-	20,813	19,650	20,241
Rental	842	-	53,748	-	54,590	43,470	25,535
Repairs & maintenance building	-	-	19,312	23	19,335	10,970	32,302
Utilities	-	-	2,140	-	2,140	2,200	4,768
	842	-	98,994	30	99,866	79,140	86,519
Information Technology							
Computer services	-	3,821	-	5,707	9,528	5,000	17,247
Data communications	-	215	-	1,152	1,367	100	48
Equipment (non-capital)	-	1,281	-	4,276	5,557	1,250	5,928
Materials & supplies	-	1,199	-	1,997	3,196	1,400	3,747
Rental	-	509	-	-	509	420	661
Repairs & maintenance building	-	-	-	-	-	-	584
Software (non-capital)	-	613	-	3,253	3,866	8,450	8,309
	-	7,638	-	16,385	24,023	16,620	36,524
Operating							
Advertising	25,860	37,654	-	1,212	64,726	82,225	66,545
Association fees & dues	30,000	9,692	-	-	39,692	46,850	39,663
Bad debts	-	-	-	-	-	1,000	(34,401)
Financial services	-	11,836	-	-	11,836	9,920	8,918
In-service (includes PD)	12,499	37,045	-	518	50,062	45,900	39,572
Insurance	-	36,220	-	-	36,220	33,400	33,816
Materials & supplies	1,085	27,751	-	344	29,180	23,100	21,845
Postage, freight & courier	-	28,907	-	-	28,907	16,050	17,822
Printing & copying	208	42,500	-	47	42,755	41,700	33,994
Professional services	6,229	54,851	-	25	61,105	37,050	47,963
Resale items	-	-	-	-	-	-	-
Subscriptions	-	4,594	-	-	4,594	3,050	3,144
Telephone & fax	-	37,464	-	885	38,349	36,450	38,561
Travel	27,629	53,964	-	2,123	83,716	65,925	67,155
Other	796	5,825	-	-	6,621	7,050	8,213
	104,306	388,303	-	5,154	497,763	449,670	392,810
Personal Services							
Employee benefits	570	281,719	-	24,908	307,197	328,750	271,705
Honoraria	26,470	1,650	-	-	28,120	40,570	32,490
Salaries	-	1,463,978	-	138,815	1,602,793	1,538,335	1,489,122
Other	-	240	-	105	345	1,000	3,465
	27,040	1,747,587	-	163,828	1,938,455	1,908,655	1,796,782
Total General Expenses	$ 132,960	$ 2,238,764	$ 476,009	$ 197,856	$ 3,045,589	$ 2,931,375	$2,768,753